



***TMMA Presentation for the  
Town of Lexington's New Department of Public Works  
Department of Public Works Administration & Operations Center, Town  
Engineering, and Municipal Facilities.***

- *What does your DPW do...*
- *Why does Lexington need a new DPW...*
- *What we've heard from the Community...*
- *The Proposed Facility*
- *Cost and Schedule*
- *What are other communities doing....*
- *Frequently Asked Questions...*

## **Town of Lexington**

### **Department of Public Works - Mission Statement**

The Department of Public Works is a professional team dedicated to enhancing the quality of life in Lexington and supporting the town's core values. We make every effort to maximize the efficient, effective use of our resources in the support, maintenance and upkeep of the infrastructure, public lands and programs. We are committed to public safety and providing prompt, courteous quality service to our customers and each other.

# What does your Department of Public Works do for you...



## Description of Services

The Community Services program contains all Public Works divisions: Administration, Engineering, Building Maintenance (School & Municipal Facilities), Operations, Environmental Services, Water/Sewer, Equipment Maintenance, Highways and Drains, and Public Grounds. The services provided by Public Works include the maintenance, repair, and construction of the Town's infrastructure, roads, buildings, equipment, and property. Public Works supports Town functions through the maintenance and repair of facilities such as the Police and Fire Stations, the Library, playing fields and the Jack Eddison Memorial Bikeway. This program includes the Town water and sewer operations, which have been operated as separate enterprise funds since fiscal year 1988. The core values of the Department of Public Works are public safety, affordability, and open space.

Public safety is a primary concern of the Public Works Department through many of its individual tasks. Equipment, Highways and Drains staff members maintain the streets, sidewalks, and storm drain systems. Water/Sewer staff provides quality drinking water, water for fire protection and the proper discharge of sewage. Engineering staff members oversee street resurfacing, and water and sewer system renewal and expansion. Public Grounds staff members eliminate hazardous tree and vegetative growth and maintain safe playgrounds, recreation paths and public areas.

# Why do we need a new DPW....

## Why do we need a new DPW....

- No significant upgrades in over 40 years.
- The 1966 addition lacks wall insulation, therefore increasing operating costs.
- The wood frame of the vehicle garage has deteriorated and poses serious concerns to its continued viability.
- The building's spaces are undersized and inefficient and lack basic environmental systems; such as ventilation and separation of people and vehicle exhaust.



VEHICLE STORAGE GARAGE



PUBLIC ENTRANCE



MAINTENANCE GARAGE

## Why do we need a new DPW....

- There are numerous code issues within the existing facility
  - Only one means of egress from administration building
  - Public entrance, bathrooms and door hardware are not handicap accessible.
  - Poor interior environmental condition
  - Fire Separation and Safety Concerns for employees
  - No women lockers or adequate facilities.



ADMINISTRATION



MEZZANINE/ SHOPS



LOCKER/TOILET FACILITY

## Why do we need a new DPW....

- Current Vehicle Storage...
  - Stacks vehicles which reduces employee production while parking and accessing buried equipment.
  - Wastes fuel while accessing vehicles & equipment at back of garage
  - Increases noise and exhaust due to increased idling and beeping.
- Storage requirements are met by trailers along bike path



VEHICLE STORAGE GARAGE - STACKING



VEHICLE STORAGE GARAGE



STORAGE CONTAINERS ON-SITE

## Why do we need a new DPW... a new facility will...

### Community Benefits:

- Improves response times to emergency situations
- Provide effective operating costs, resulting in tangible savings
- Create public spaces that are inviting and accessible
- Create new public features including voting and meeting areas
- Enhancement of Bike Path
- Educational Resources

### Operational & Employee Benefits:

- Improved site organization and circulation
- Increase worker efficiencies
- Create a safe working environment following current building codes & standards

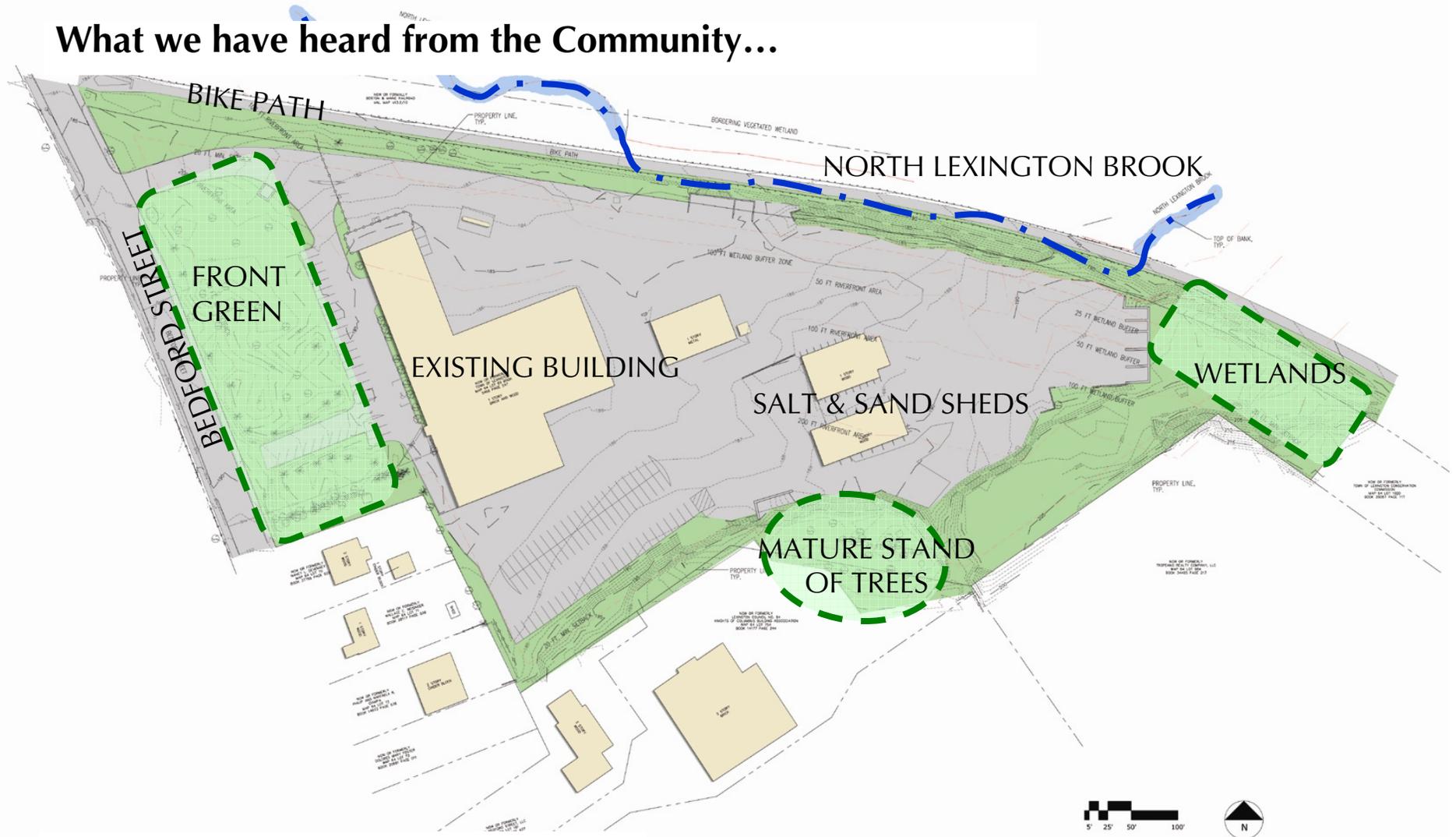
# What we have heard from the Community...

## What we have heard from the Community...

Meeting and consulting with community groups and the Town has begun, and will continue throughout the project. These groups include or will include:

- Community Members and Neighbors
- The Design Advisory Committee
- Town Management and Staff
- School Facilities Department
- Capital Expenditures Committee
- The Building Commissioner
- The Conservation Committee
- The League of Women Voters
- The Bike Committee
- The Permanent Building Committee
- The Energy Committee

## What we have heard from the Community...



...protect the green space along Bedford Street & the site's natural resources

**EXISTING SITE**

# What we have heard from the Community...

...the current facility and site are unattractive



VIEW FROM BIKE PATH



VIEW OF WORK YARD



VIEW OF SOUTH ELEVATION



VIEW OF RECYCLING ON GREEN

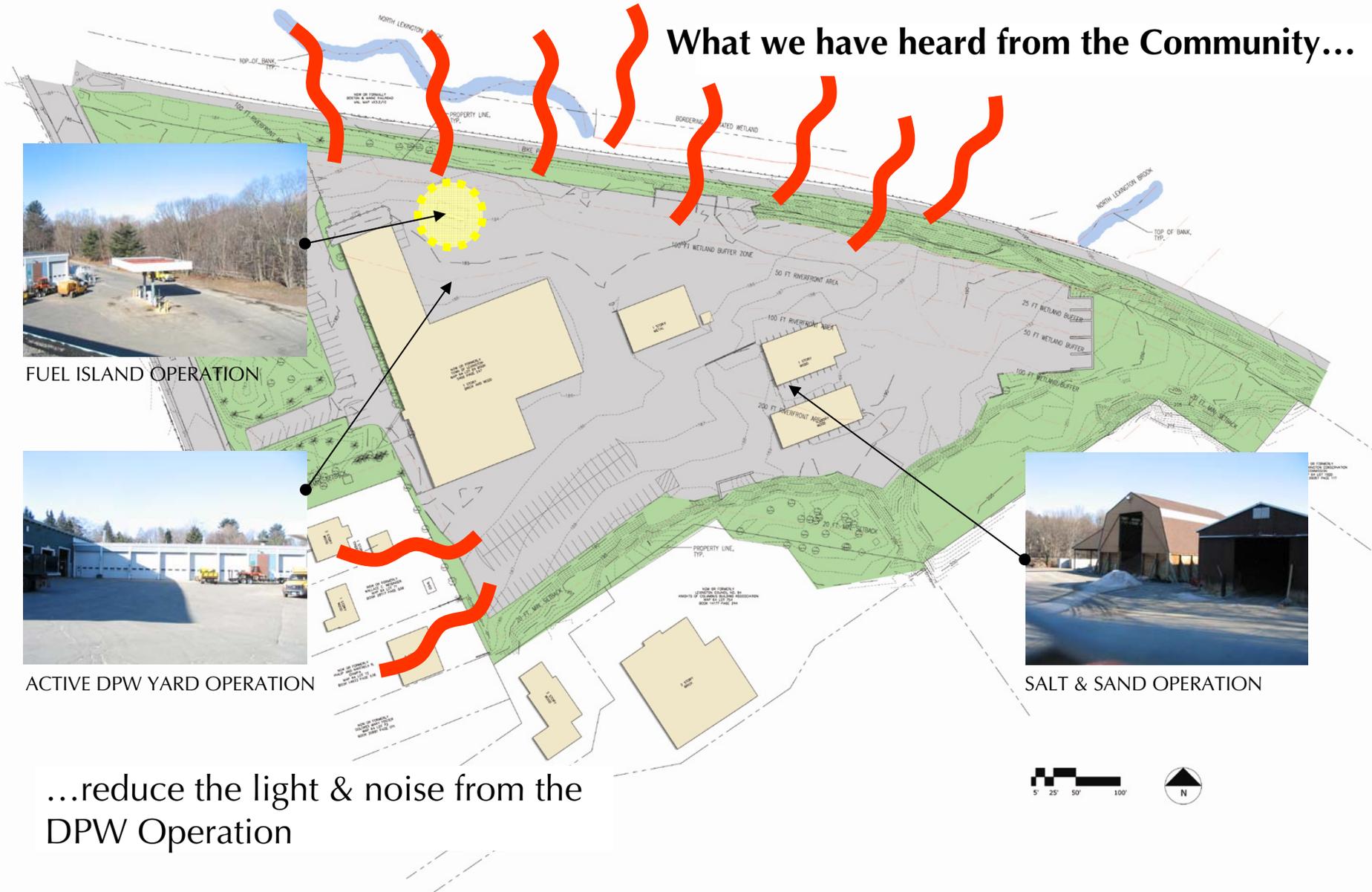


VIEW FROM BIKE PATH

**EXISTING SITE**

**HKT**  
architects inc.

# What we have heard from the Community...



FUEL ISLAND OPERATION

ACTIVE DPW YARD OPERATION

SALT & SAND OPERATION

...reduce the light & noise from the DPW Operation



# The Proposed Facility

## Lexington Space Requirements....

The current DPW at 201 Bedford Street houses 60 full-time employees dedicated to DPW operations. The new facility will add program spaces including DPW administration, Engineering, and Municipal Facilities currently housed at Town Hall or other existing locations. This consolidation of DPW and Municipal facilities at the Bedford Street site will create a more efficient Town operation.

A comprehensible space needs assessment was conducted early in the process. Based on industry standards, and interviews with Town staff and management, and an assessment of existing equipment and operations, a project of approximately 89,000 sf for 87 employees and 66 vehicles was designed.

## The Proposed Facility – Community Benefits

- Maximizes the use of Town resources in support, maintenance and upkeep of the infrastructure, public lands and programs.
- Consolidates the Municipal Facilities Operations with the DPW, reducing inefficiencies.
- Beautifies the entire site by restoring natural environments and created planted buffers that soften the industrial nature of the site.
- Includes educational components such as a demonstrative rain garden, drip irrigation, and ecological signage outlining sustainable features.
- Enhancements to the bike path ease access from public parking and create a rest area with bench and water fountain.
- DPW conference space and employee lunch area are designed to accommodate Town functions such as municipal training, voting area, and Emergency Operation Center.

## The Proposed Facility...

- Organizes the site and building elements to reduce light and noise, increase security, and improve vehicle circulation.
- Reduces the noise generated by the salt and sand operation by containing the loader equipment within the shed and eliminating back-up signaling required on the large vehicles.
- Is situated to maximize the southern exposure through grouping the maintenance area and work yard along the south side. This location also faces the hillside helping to contain operational noise.
- Reduces paving through efficient traffic patterns and building layout, therefore increasing green space.
- Uses the building elements to screen and buffer operational elements from the DPW into the surrounding neighborhood.



PUBLIC PARKING

ADMINISTRATION BUILDING

EMPLOYEE PARKING

ACCESS GATE

FUEL ISLAND

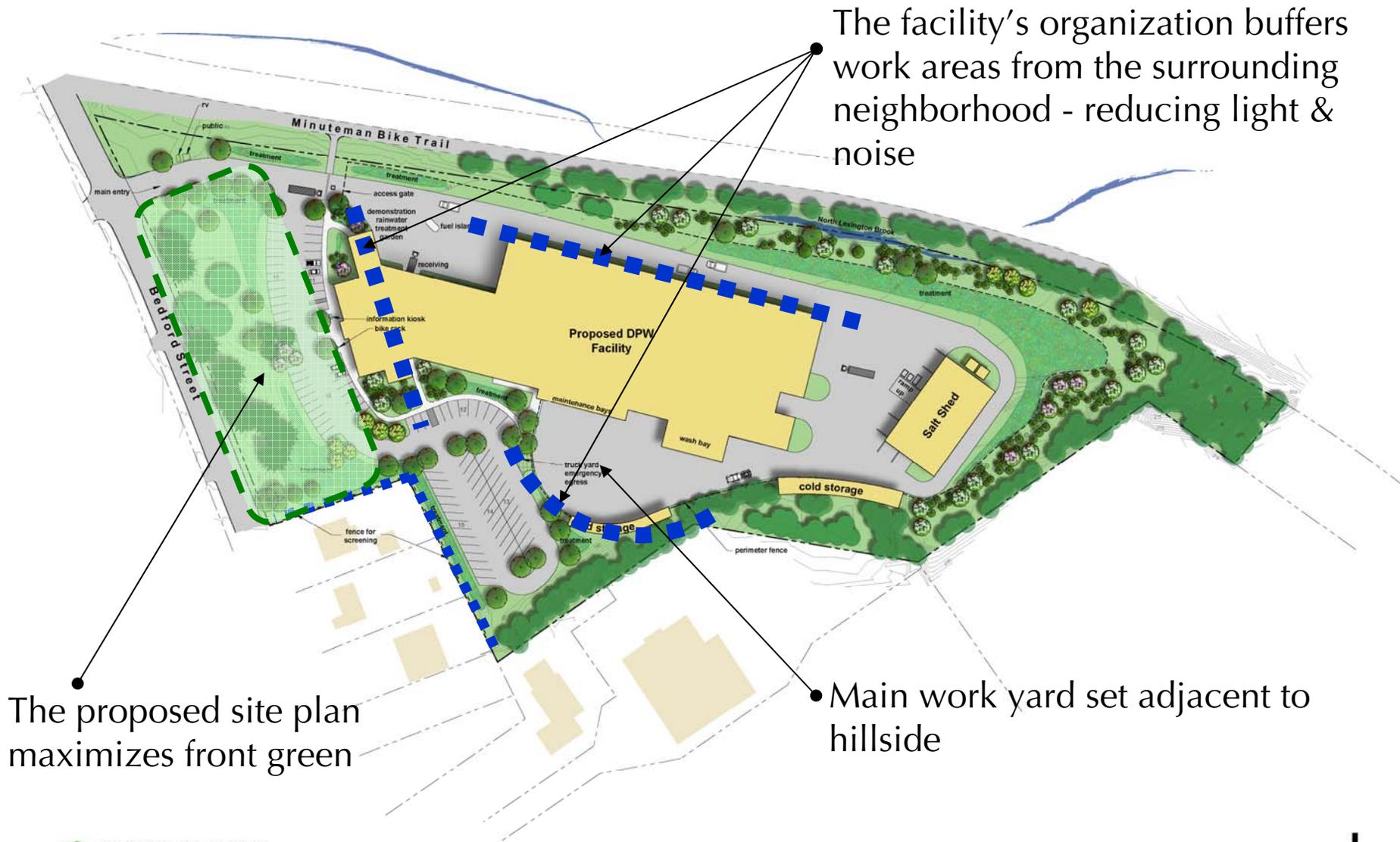
CENTRAL STORAGE/ SHOPS

VEHICLE STORAGE

MAINTENANCE & SHOPS

SALT & SAND OPERATIONS

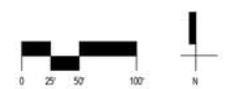




The facility's organization buffers work areas from the surrounding neighborhood - reducing light & noise

The proposed site plan maximizes front green

Main work yard set adjacent to hillside



# PROPOSED SITE PLAN

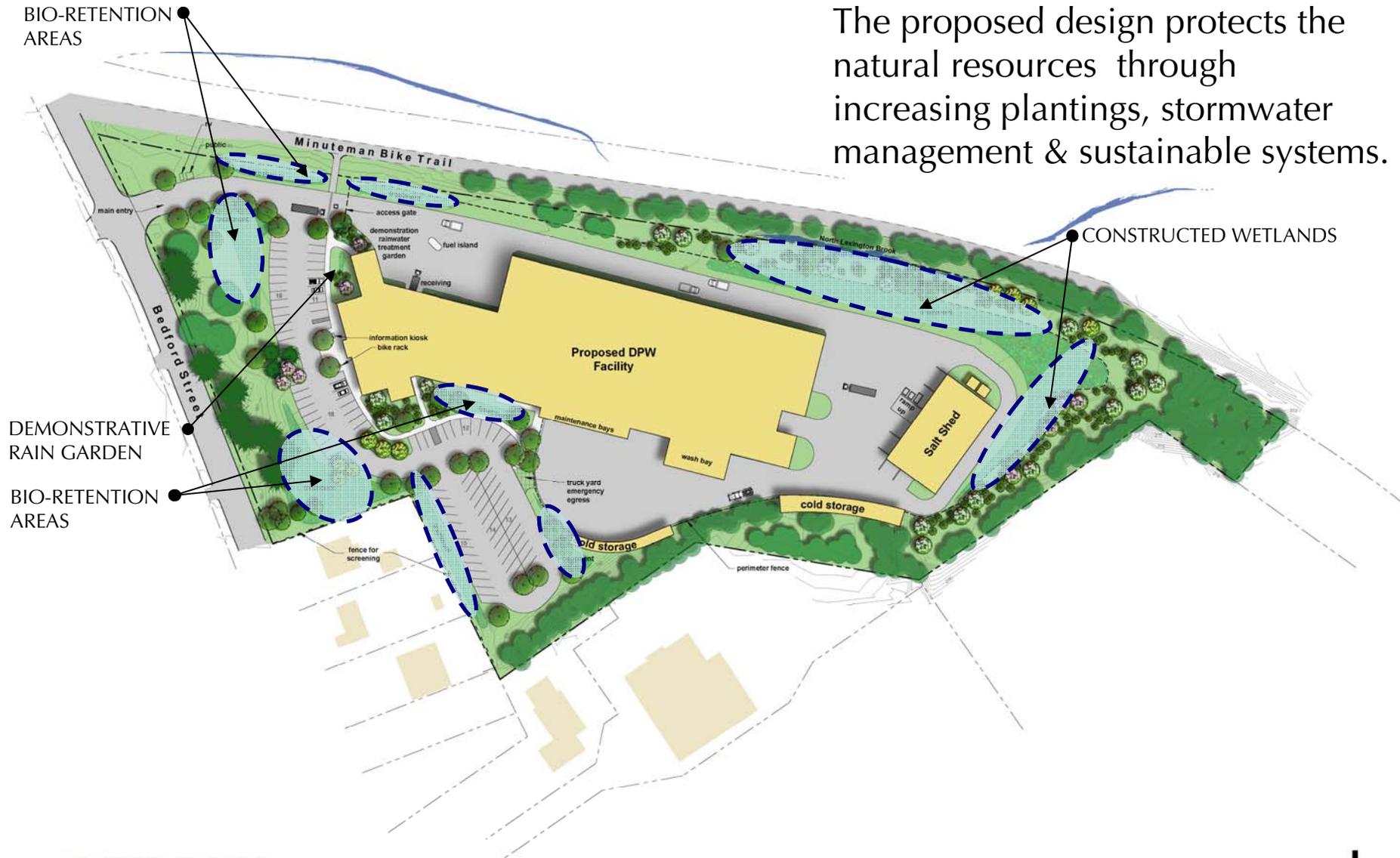


The site circulation helps reduce light and noise and creates efficient movement thru the site.



Separating public parking and employee parking allows for easier public access and more secure employee areas

The proposed design protects the natural resources through increasing plantings, stormwater management & sustainable systems.

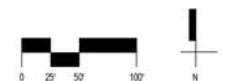


BIO-RETENTION AREAS

DEMONSTRATIVE RAIN GARDEN

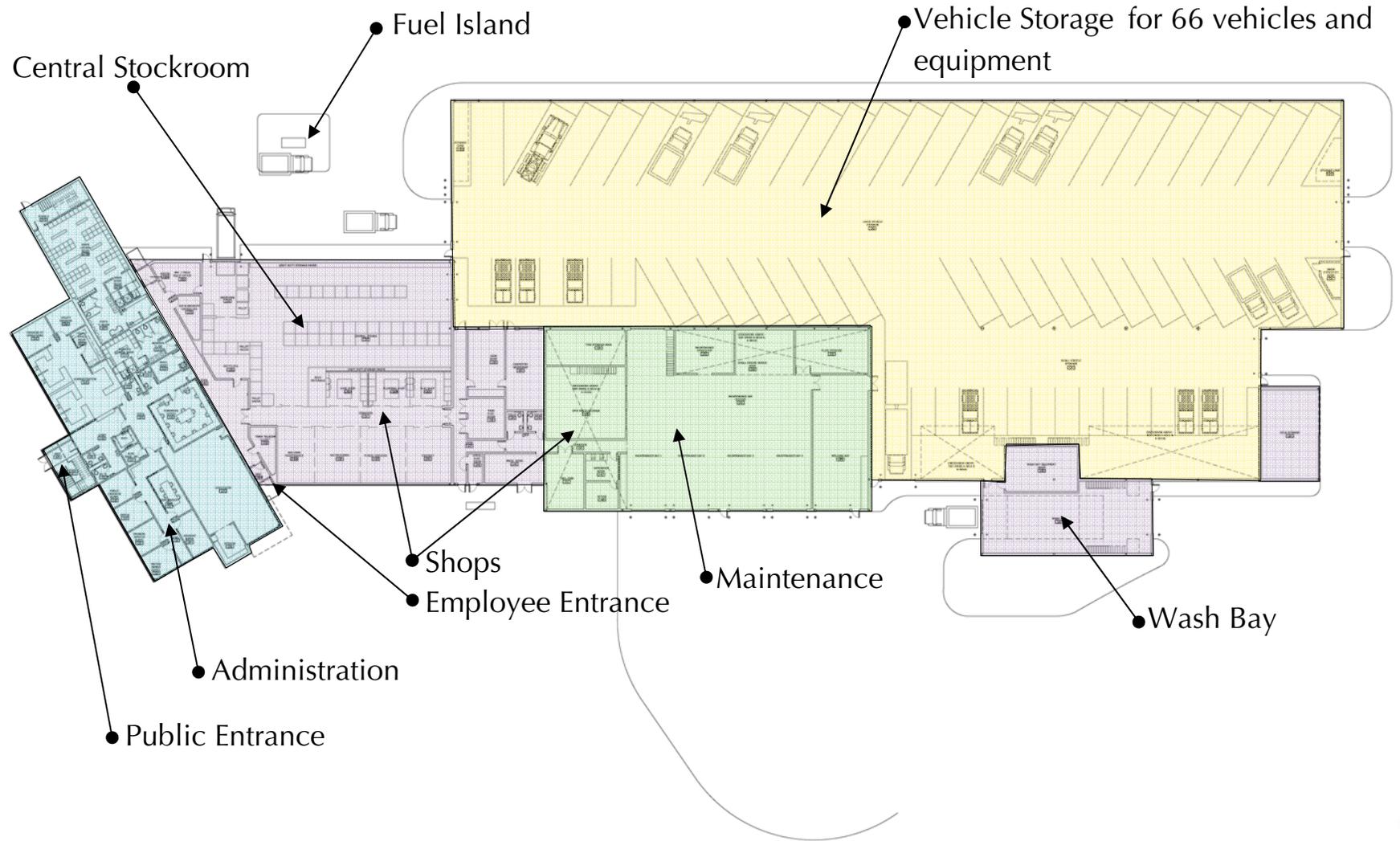
BIO-RETENTION AREAS

CONSTRUCTED WETLANDS



## The Proposed Facility

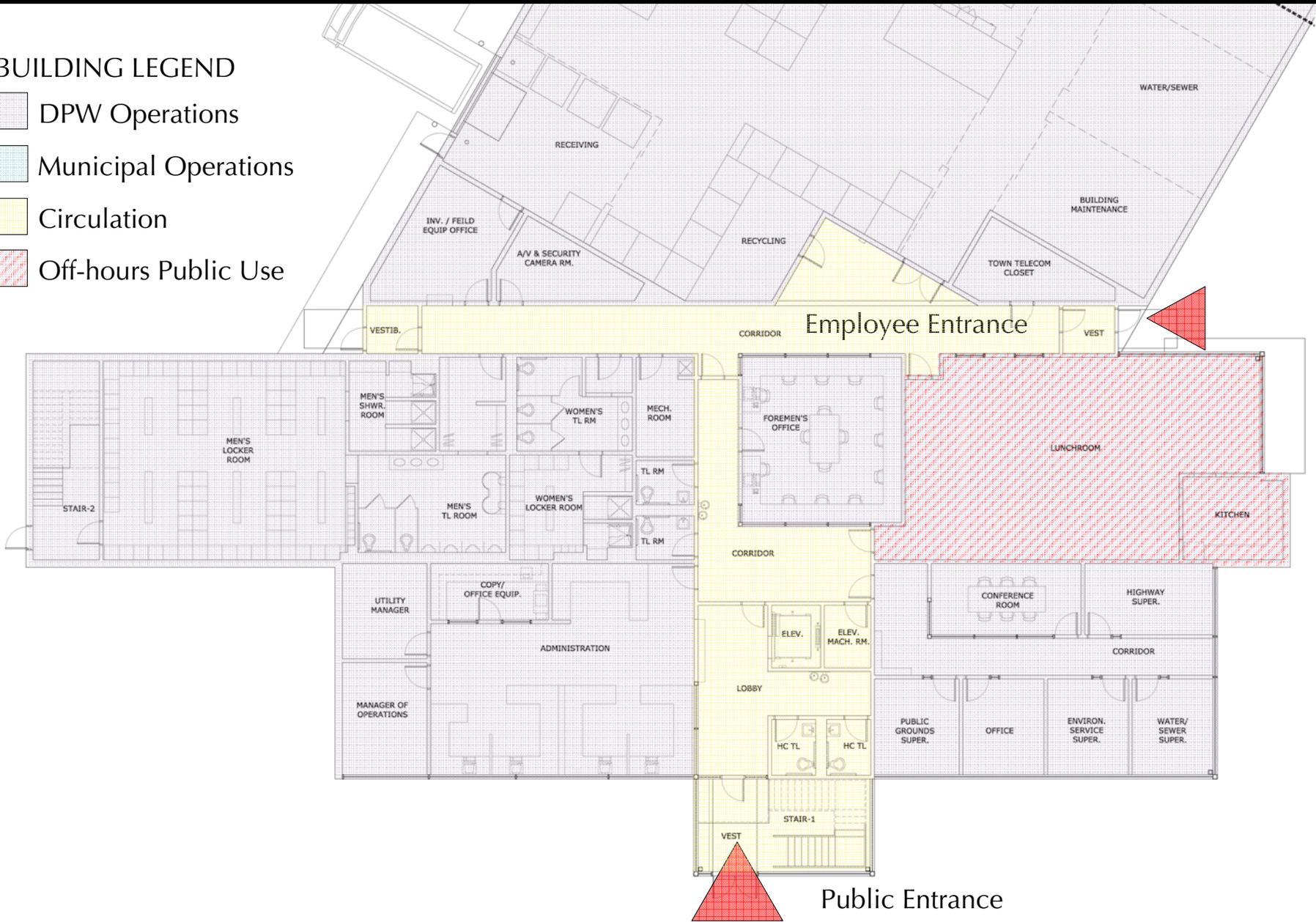
- Creates a recognizable public entrance which provides immediate and easy access to all departments having interaction with the public.
- Provides off-hours public access to specific areas while maintaining a secure facility.
- Separates employee work areas from the vehicle storage and maintenance spaces, providing a healthier indoor environment.
- Locates separate employee entry with direct access to main DPW operational spaces.
- Vehicle garage provides a safe working environment for employees while protecting vehicles and equipment, a significant Town investment.
- Collects stormwater on-site and re-uses it in the wash bay, street sweepers and for other municipal needs.



**PROPOSED FLOOR PLAN**

BUILDING LEGEND

-  DPW Operations
-  Municipal Operations
-  Circulation
-  Off-hours Public Use

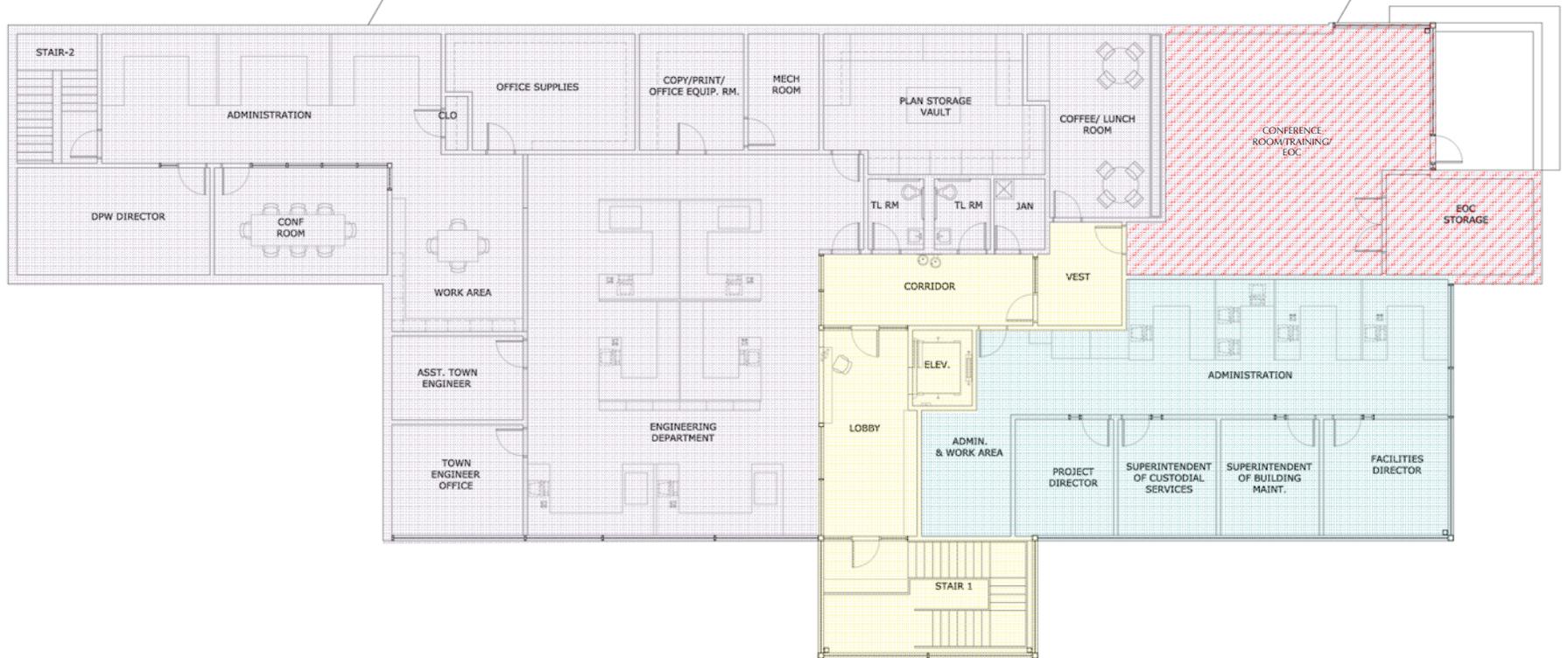


PROPOSED FIRST FLOOR PLAN – ADMINISTRATION

# Lexington Department of Public Works

## BUILDING LEGEND

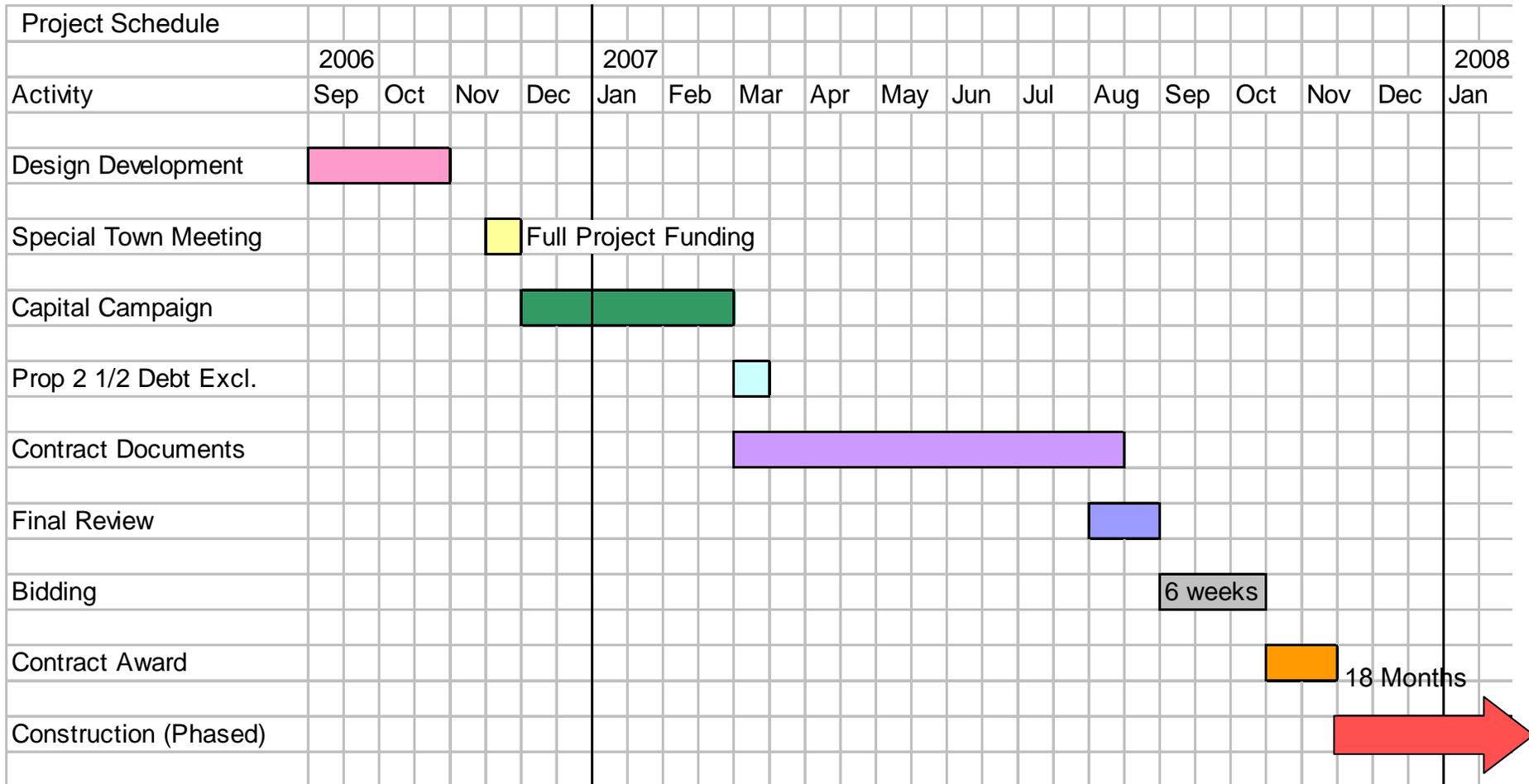
- DPW Operations
- Municipal Operations
- Circulation
- Off-hours Public Use



## PROPOSED SECOND FLOOR PLAN – ADMINISTRATION

# Project Schedule and Cost

# Project Schedule



## Project Cost

<b>Total Building Cost</b> (including General Conditions)	<b>\$19.5 mil</b>
Additional Base Items (Site, Sheds, Demo)	\$3.0 mil
<b>Total Construction Cost</b> (Before Contingencies)	<b>\$22.5 mil</b>
Phasing & Contingencies	\$5.0 mil
<b>Estimated Total Construction Cost</b>	<b>\$27.5 mil</b>
Soft Costs	\$3.0 mil
<hr/>	
<b>Total Project Cost</b>	<b>\$30.5 mil</b>

## **Building Cost**

### **Administration –**

\$256.00 per sf x 17,685 sf = \$4,524,458

### **Storage/ Shops**

\$213.00 per sf x 10,310 sf = \$2,191,301

### **Vehicle Maintenance**

\$263.00 per sf x 11,600 sf = \$3,047,565

### **Vehicle/Equipment Storage & Wash Bay**

\$192.00 per sf x 48,200 sf = \$9,254,400

### **Cold Storage**

\$166.00 per sf x 900 sf = \$149,334

## Escalation

The cost of construction is climbing higher and has been steadily increasing since 2000. There are many reasons for this including massive building in China and India, re-building from Hurricane Katrina, Wars in Iraq and Afghanistan, increases in cost of petroleum based building products along with other issues. Historical cost data for DPW facilities exceeds regional and national escalation data, primarily due to their building materials, steel and concrete.

Rider Hunt Levett & Bailey  
Escalations for Boston

National Averages Based on 5  
Publications

**2003 @ .96%**  
**2004 @ .02%**  
**2005 @ 8.64%**  
**2006 @ 8.14%**  
**From Jan 06 – Jul 06 @ 4.17%**

**2003 @ 1.60%**  
**2004 @ 2.35%**  
**2005 @ 8.79%**  
**2006 @ 6.77%**  
**From Jan 06 – Jul 06 @ 3.53%**

# What other communities are doing....

# What other communities are doing....

## Facility Comparison

The size of a DPW facility is generally driven by the size of the work force and amount of vehicles and equipment used. The Town's infrastructure typically dictates the size of the work force, number of divisions, and the amount of equipment needed by a DPW.

For comparison purposes, all cost information provided is based on engineering estimates which are structured to provide the "average bid" price. The "Total Project Cost" represents building construction costs, site construction costs, architectural / engineering fees, contingencies, inflation, and owner's soft costs (owner's project manager, clerk of the works, communication system, furnishings, printing of documents, etc.).

## Summary of Comparison

Community	Space Needs (square feet)	No. of Employees	No. of Vehicles	Miles of Road	No. of Divisions	Total Project Cost (2007 projected)
Lexington	89,000	87	66	126	8	\$30,500,000
Belmont	78,700	54	69	86	5	\$22,300,000
Danvers	58,800	59	44	120	5	\$19,800,000
Weston	56,900	34	32	87	5	\$17,800,000
Bedford	42,000	33	28	80	5	\$16,000,000
Wayland	38,600	26	27	95	3	\$12,100,000
Chatham	28,300	16	23	70	3	\$9,800,000
Boxford	22,400	9	17	95	2	\$9,500,000

## What other communities are doing....

### Town of Belmont

Number of Employees:	54
Number of Vehicles:	69
Number of Divisions:	5
Miles of Road:	86 miles
Facility Space Needs Assessment:	78,700 SF
Engineer's Estimated Building Cost 2006:	\$12,900,000
Engineer's Estimated Building Cost per SF 2006:	\$ 164 per SF
Engineer's Estimated Total Project Cost 2006:	\$20,300,000
Engineer's Estimated Building Cost 2007:	\$14,200,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$ 180 per SF (projected)
Engineers Estimated Total Project Cost 2007:	\$ 22,300,000 (projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage as a Percent of Total Space Needs:	60%

### Town of Danvers

Number of Employees:	59
Number of Vehicles:	44
Number of Divisions:	5
Miles of Road:	120 miles
Facility Space Needs Assessment:	58,800 SF
Engineer's Estimated Building Cost 2001:	\$6,000,000
Engineer's Estimated Building Cost per SF 2001:	\$112 per SF
Engineer's Estimated Total Project Cost 2001:	\$10,300,000
Engineer's Estimated Building Cost 2007:	\$12,200,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$227 per SF (projected)
Engineers Estimated Total Project Cost 2007:	\$19,800,000 (projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage % of Building:	51%

## What other communities are doing....

### Town of Weston

Number of Employees:	34
Number of Vehicles:	32
Number of Divisions:	5
Miles of Road:	87 miles
Facility Space Needs Assessment:	56,900 SF
Engineer's Estimated Building Cost 2006:	\$11,000,000
Engineer's Estimated Building Cost per SF 2004:	\$193 per SF
Engineer's Estimated Total Project Cost 2004:	\$16,200,000
Engineer's Estimated Building Cost 2007:	\$12,100,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$213 per SF (projected)
Engineers Estimated Total Project Cost 2007:	\$17,800,000 (projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage % of Building:	50%

### Town of Bedford

Number of Employees:	33
Number of Vehicles:	28
Number of Divisions:	5
Miles of Road:	80 miles
Facility Space Needs Assessment:	42,000 SF
Engineer's Estimated Building Cost 2003:	\$5,600,000
Engineer's Estimated Building Cost per SF 2003:	\$135 per SF
Engineer's Estimated Total Project Cost 2003:	\$8,800,000
Engineer's Estimated Building Cost 2007:	\$10,200,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$246 per SF (projected)
Engineers Estimated Total Project Cost 2007:	\$16,000,000 (projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage % of Building:	50%

## What other communities are doing....

### Town of Wayland

Number of Employees:	26
Number of Vehicles:	27
Number of Divisions:	3
Miles of Road:	95 miles
Facility Space Needs Assessment:	38,600 SF
Engineer's Estimated Building Cost 2006:	\$6,600,000
Engineer's Estimated Building Cost per SF 2006:	\$171 per SF
Engineer's Estimated Total Project Cost 2006:	\$11,000,000
Engineer's Estimated Building Cost 2007:	\$7,300,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$189 per SF (projected)
Engineers Estimated Total Project Cost 2007:	\$12,100,000 (projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage % of Building:	53%

### Town of Chatham

Number of Employees:	16
Number of Vehicles:	23
Number of Divisions:	3
Miles of Road:	70 miles
Facility Space Needs Assessment:	28,300 SF
Engineer's Estimated Building Cost 2004:	\$3,400,000
Engineer's Estimated Building Cost per SF 2004:	\$120 per SF
Engineer's Estimated Total Project Cost 2004:	\$5,800,000
Engineer's Estimated Building Cost 2007:	\$5,700,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$201 per SF (projected)
Engineers Estimated Total Project Cost 2007:	\$9,800,000 (projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage % of Building:	55%

## What other communities are doing....

### Town of Boxford

Number of Employees:	9
Number of Vehicles:	17
Number of Divisions:	2
Miles of Road:	95 miles
Facility Space Needs Assessment:	22,400 SF
Engineer's Estimated Building Cost 2006:	\$4,100,000
Engineer's Estimated Building Cost per SF 2006:	\$183 per SF
Engineer's Estimated Total Project Cost 2006:	\$8,500,000
Engineer's Estimated Building Cost 2007:	\$4,500,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$200 per SF (projected)
Engineers Estimated Total Project Cost 2007:	\$9,500,000 (projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage % of Building:	65%

### Town of Lexington

Number of Employees:	87
Number of Vehicles:	66
Number of Divisions:	8
Miles of Road:	126 miles
Facility Space Needs Assessment:	89,000 SF
Engineer's Estimated Building Cost 2007:	\$ 19,500,000 (projected)
Engineer's Estimated Building Cost per SF 2007:	\$ 220.00 sf (projected)
Engineers Estimated Total Project Cost 2007:	\$ 30,500,000(projected)
Interior Vehicle Storage Provided:	Yes
Storage Garage % of Building:	51%

# Frequently Asked Questions ....

**Q. Why should DPW vehicles be stored indoors?**

- A. The current facility stores the majority of the 61 vehicles and equipment inside at 201 Bedford Street. The proposed design continues this standard, which has been used for over 70 years in Lexington. The majority of DPW's located in cold weather climates store their vehicles indoors to maximize employee efficiency and production, reduce vehicle and equipment costs and decrease response time to their communities during emergency situations.

There are other options for storing the DPW vehicles and equipment, each having a cost and viability associated with it.

- A canopy used to cover the vehicles and equipment still requires a foundation, steel structure and roof, the most expensive parts of the building, while not providing adequate security against vandalism or protecting the inventory against the weather and cold.
- Along with the cost associated with paving and re-grading the site there are many negatives to storing vehicles and equipment outside.
  - Increase costs due to reduced vehicle and equipment life span. A plow and truck will cost upwards of \$125,000 dollars to replace.
  - Costs to maintain vehicles and equipment left outside are increased.
  - Increased time necessary to maintain equipment exposed to elements: replacement of frozen/seized parts, down-time related to equipment that breaks-down on the job.
- There are greater inefficiencies in storing vehicles and equipment outside or under a canopy, including the need to load and unload tools from the trucks at either end of day, clearing/cleaning snow and frost from vehicles, increased time needed to warm vehicles; which causes added emission from fuel exhaust.
- Vehicles and Equipment stored outdoors has a longer response time during emergency situations including snow and storm events.

**Summary of Impact of Storing Trucks/Equipment outside**

Community

Reduce emergency response, especially during winter Operations

Increased cost to perform tasks due to inefficient use of employees time preparing vehicles for day

Employee

Exposure of staff to elements

Increase safety concerns for staff

Lack of snow/ice melt on bodies

Clearing/cleaning snow/frost from large vehicles: slip and fall injuries

Vandalism

Increase costs for repair/replace stolen item

Risk of injury to perpetrator

Lack of equipment use

Increase insurance costs

Increase Equipment Breakdown subsequent repairs and cost

Increased body and component rust/corrosion/paint oxidation

Sun/ozone deterioration of all rubber parts and tires

Life expectancy shortened

Wear on drive-train low flow lubrication

Diesel jelling, Air line freeze, Hydraulic oil flow

Plant/facility construction

Cost for electric Utility for vehicle starters and warmers

Cost to construct – all options (outside parking, canopy and indoor storage) have a construction cost.

Retrofit equipment w/heaters

Environmental

Noise, exhaust smoke, from start-up and idling

Lower fuel economy/increase in fuel expense

**Q. What are other communities doing to store and protect the vehicles and equipment?**

A. This question has been asked frequently as communities try to come up with solutions to the modernization of DPW facilities. The DPW consultant on this project has worked on more than 30 DPW related studies and built projects and reports that he has not worked on a project in which the vehicles were not stored in a heated (to 50 degrees) building. Bill Hadley, DPW director has put this question out to colleagues across the country and these are some of their responses:

*“The City of Fairfield built a new facility in 1999 and as we grow continue to add additional inside storage so that all equipment is inside. We also built a truck wash for all our vehicles which has greatly reduced the problems we had with rust especially on the snow equipment. By keeping vehicles we have eliminated the problems of starting diesel engines in cold weather along with prolonging the life of all rubber items such as wipers, tires, etc. It has also kept the vehicles looking new for a fleet we are very proud of. This is only a few of the benefits from inside storage. Something I forgot to mention is that Fairfield now has the opportunity to preload our trucks and store them inside before a storm hits saving labor time and delays so that we can begin operations at the beginning of a storm.” **Fairfield CT***

*Our facility was built in 1988. We park our vehicles inside (drive through). Advantages:*

- 1. Safety - Plows are stored in front of each vehicle so they are mounted in an area away from the elements; circle checks are more likely to be done; mechanical issues can be dealt with in a dry environment.*
- 2. Security - no vandalism.*
- 3. Life expectancy will be extended.*
- 4. Access to vehicles/equipment is immediate during emergencies.*
- 5. Organization - each vehicle is assigned a parking space. **Reading MA***

*“We park everything we can fit inside. We consider it a necessity especially for the diesels and you need to crank them up for a storm at 3 am. We keep a sander loaded for emergency response to accident scenes to cover fluid spills. Having it indoors means we do have to add salt (keeping a sander loader with salt mix is a kiss of death for the machine). I have worked in 6 different DPW's (CT, NH, and MA) and all had indoor storage for these same reasons. – **Andover, MA***

*“The City of Alexandria is in the process of building a new Public Works facility. Because of the space requirements and warmer climate than the New England area, we will not be able to park vehicles inside. However, before I came to Alexandria, Virginia, I was a State District Engineer in Maine and we parked all moving equipment( trucks, graders, tractors, etc.) inside due to weather conditions. If we had not housed the equipment, most diesels would not have started easily in the winter. Also, after a long heavy snow storm, the equipment would build up with snow and ice. Being housed, the snow and ice melted off the equipment after the storm, reducing maintenance and providing additional safety for the equipment and driver.” **Deputy Director – Operations, Alexandria, VA***

*“We do not park all our vehicles inside due to lack of space. In my opinion inside parking is critical; protection from the weather, protection from vandals, environmental safeguards in case of fluid leaks are all factors to be considered.” - **Chelmsford, MA***

*“Our preference is to have all vehicles parked inside, however, space is limited. Any vehicle (6 wheelers, 1 tons and heavy equipment) diesel powered must be parked inside during the winter months. If that becomes your Department policy (housing diesel powered vehicles) then your inside parking should accommodate that design.” – **North Reading, MA***

*“We do not have enough inside storage to park a majority of our fleet. During the colder months we cram as much inside as possible utilizing not only the truck storage bays but the equipment repair bays as well. These vehicles include the first response type being the salt trucks, loaders and grader. In the equipment bays we put our trash and recycling vehicles. Everything else is outside and plugged into block heaters to keep the diesel engines warm. I would kill to have enough inside space for all of the equipment. Inside storage gets away from jump starting the vehicles, saves time in getting equipment on the road in an emergency, preloading of materials for ice control, plows mounted. I could go on and on about safety of the personnel in clearing snow from the vehicle, running the engines to warm up the vehicles causing excess pollution and wear and tear, vehicle longevity.”* **Portsmouth NH**

*“We park very few of our vehicles inside. We just don't have enough room. There are many reasons why it would be great for us to have inside storage for vehicles.*

*1 - Less wear & tear on the vehicles due to being out in the weather.*

*2 - Faster response in the winter time for winter operations. Simply put, we don't have to wait as long for diesel vehicles to warm up and we don't have to clean off the vehicles to get going. Less wasted time - usually on overtime.*

*3 - Reduced energy costs. Right now all diesel vehicles that are stored outside with block heaters for the winter. Our energy consumption just about triples in the winter time. 100-120 KWH May through Oct. Peak months - Dec through Mar we run 370-400 KWH. This is just for electricity. Most of the additional cost is for the block heaters. If you use waste oil for heating, the additional cost for heated storage of vehicles should be negligible. We have 2 waste oil furnaces that heat the mechanics area (6 bays - 2 used for parts inventory), the body shop and another 3 bay garage. We have never run out of waste oil.*

*The City of Dover, NH recently built a new DPW facility with inside heated storage for all vehicles and it is a drive-thru facility.”*- **Rochester NH**

*"I have the majority of our vehicles inside and I am working on a small facility to house the remainder. Would have been built by now however the cost escalated substantially and Town Meeting did not approve the additional funding. Benefits of Parking inside:*

- Extends the life of the equipment*
- Improves emergency response - winter issues impact vehicles that are kept outside (starting/batteries, etc.), materials freeze in the bed of dump trucks.*
- Sand & Salt would freeze in the dump body*
- Reduces fuel cost - staff does not have to let vehicles warm up before operating, especially diesel and hoisting type vehicles.*
- Vehicle leaks are contained and do not impact the outside environment. A hydraulic leak or gasoline could result in a costly cleanup.*
- Neighborhood - Facility is quieter in the neighborhood*
- If water/sewer division vehicles - Often times equipment and tools get wet and will freeze during the cold season." - **Wakefield MA***

## Frequently Asked Questions ....

**Q. Who is the owner of this project and responsible for coordinating all aspects of the project i.e., design, bidding, construction, interim operations?**

A. The Town of Lexington and the Department of Public Works are the owners. The Permanent Building Committee, on behalf of the Town, is responsible for overseeing the project. The PBC has a full time Project Manger dedicated to this project and it will employ a clerk of the works once construction begins. That team will be responsible for tracking costs and schedule issues.

**Q. What would the cost differential be if we reconsidered Hartwell Avenue as the site of a new DPW?**

A. In 2005 selectmen voted to build a new DPW at 201 Bedford Street. The Hartwell site, considered for use in 2001, was not determined to be the best place for the new DPW. If the program, as proposed, were to be built at Hartwell costs would increase because this site is a closed landfill and would require additional funds to permit, engineer, cap, ventilate and build deep foundations necessary to make this site safe to operate a DPW.

**Q. The design relocates the DPW administrative and engineering staff from Town Hall. Why is this important and who will benefit when this space is vacated at Town Hall?**

A. The consolidation of the entire DPW department at 201 Bedford Street will create a more efficient working environment for this large department. The space vacated at Town Hall will relieve overcrowded conditions that exist in several departments including Community Development and the Building Divisions.

## Frequently Asked Questions ....

**Q. Is there a cost of achieving LEED (Leadership in Energy and Environmental Design) Silver?**

A. The decision by the Town to be leaders in the building of sustainable sites and buildings was voted by the Selectmen in 2005. The designers have worked to incorporate as many aspects of LEED as are practical and affordable to meet the certification requirements. The site orientation, building layout, material selection and details all take advantage of standard long held design principals coupled with state of the art technology. A decision whether or not to pursue certification has not yet been made. The cost associated with LEED will become clearer as the project is refined. We will continue to evaluate first cost, vs. long term savings and will pursue all grants and rebates that are available ensuring an acceptable payback period for these design decisions.

**Q. Why can't the present facility be upgraded by refurbishing office spaces and maintenance bays and by building new only the vehicle areas?**

A. The reuse of the existing office and maintenance facilities would not meet the re-organizational goals for this department since the spaces currently available are undersized and inefficient. The building does not meet current MA codes and standards, has a failing structural systems, a limited fire protection system, inadequate environmental systems, lacks wall insulation and contains asbestos. The project would be a gut rehab with an addition and might actually cost more to build and lead to less than ideal layout for the required programmed spaces.

## Frequently Asked Questions ....

### **Q. Will a traffic light be installed?**

A. A limited traffic study has been done and an interlocked signal has been recommended to work with the existing light near the entry to the bike path. If the Town accepts this recommendation a light will be designed and the approval process with the state will commence.

### **Q. Has testing been done on this site on soils and the building?**

A. Testing has been done on the soils and indicates no reportable issues and no major contamination found. Therefore no major remediation is anticipated. Abatement will occur in the building which is not a surprise given the age of the buildings.

### **Q. Do we need a full time Emergency Operations Center and why locate it here?**

A. The DPW administration conference room has been designed and located for multiple use as a training room for Town employees such as the police, to serve as an EOC on rare occasions and to be available for appropriate community meetings when necessary. The storage space required for EOC items, 180 sf, will provide a secure space for items currently stored and not quickly accessible which are stored in various spaces in other Town buildings.

## Frequently Asked Questions ....

**Q. Why is wash facility larger than Bedford's facility?**

A. Lexington has more than twice the number of vehicles as Bedford and the proposed wash bay is designed to accommodate the variety of vehicles in our fleet. An automatic touchless based wash system has been proposed to save time and operating costs. The space also accommodates the hand washing of equipment and catwalks for access to the upper parts of the trucks.

**Q. Can any of the proposed functions, e.g., some mechanical repairs, be out sourced and thus reduce the size of the maintenance facility?**

A. Some of the jobs are currently out sourced, such as oil changes for the small truck, but budget constraints and lead times would adversely affect the ability to perform required services.

**Q. Programming indicates some personnel growth over existing levels, is this realistic and when will it happen?**

A. There is relatively little expansion space in the proposed facility, a total of one office and one open cubicle. This space will accommodate seasonal staff or people contracted for specific tasks.

**Q. Will the building use gas or be oil fired?**

A. The building proposes to use natural gas to fuel rooftop units located over the operations portion of the building and geo-thermal wells with heat pumps for the administration portions of the building. An emergency diesel generator is also planned.

## Frequently Asked Questions ....

- Q. Has a transition plan been developed for DPW operations during construction and how will this be funded?**
- A. The DPW is in discussion with several entities, including public and private groups, to house key operating functions during the construction time frame. Phasing is being developed to build the salt/sand areas first and allowing them to be accessed while the building is under construction. A line item is included in the budget to cover this cost.
- Q. Will the buildings be energy efficient?**
- The building, as designed, will meet all MA standards for energy efficiency and will incorporate as many systems as are reasonable to reduce energy loads such as improved glazing, insulation, daylighting and using passive solar features such as south facing work zones.
- Q. How will the design respect the environment?**
- A. The proposed design uses multiple sustainable practices within the building and the site to lessen the impact the facility has on the environment; such as using green roofs, building orientation, daylighting, grey water recapturing, bio-retention areas and geo-thermal heating & cooling.

## Frequently Asked Questions ....

**Q. What features have been included that responds to neighborhood concerns?**

- A. We have organized the site and work areas to reduce noise and light emitted from the facility and to improve how this facility meets the bike path and the North Lexington Brook. Such items as full cut-off pole lighting, buffering of less desirable features such as the fuel island, limited over head door locations and a reorganized salt and sand operation will help this facility be a better neighbor.