



Town of Orleans

19 School Road Orleans Massachusetts 02653-3699
Telephone (508) 240-3700 – Fax (508) 240-3388

COMMUNITY PRESERVATION PROJECT APPLICATION

Project Title: ORLEANS OUTDOORS design and engineering services for basketball court
Submission Date: 11/20/20

Applicant (note if Town, individual or non-profit): Orleans Recreation Advisory Committee, Town
Contact:

Tracy Murphy
23 Gull Lane, Orleans, MA

Co-Applicant, if any (note if Town, individual or non-profit):
Tom Daley, Orleans DPW and Natural Resources Director, Town

Address: 40 Giddiah Hill Road, Orleans, MA

Project Contact Person: Tracy Murphy

Telephone: 508-280-4412

E-mail: tracymurphy185@gmail.com

Federal Tax Identification Number (if non-profit):

Project purpose (Check all that apply):

Open Space Historic Preservation Community Housing Recreation

Project Location/Address: Nauset Regional Middle School, 70 Route 28, Orleans, MA 02653

Community Preservation Funding Request: \$38,000

Brief Project Summary, Including Justification of Project Category Checked Above:

ORLEANS OUTDOORS

The Orleans Recreation Advisory Committee (RAC) had completed a survey of residents in 2019 to evaluate and rank the opportunities for enhancements to the recreation offerings within the town. Over 500 residents of all ages completed the survey. The survey results were sent via email to participants in the town recreation programs and a follow-up Zoom meeting was held. The survey and follow-up communications provided RAC with a roadmap for applying for CPA funds under the Recreation Category.

Of the ranked ideas that fall within the CPA guidelines, applications will be submitted for:

- Bike Racks
- Bike Paths (Bike & Pedestrian Committee will be submitting)
- Kayak Racks and Waterways Education
- Enhanced Trail Signage
- Storybook trail
- Picnic Area
- Design and engineering services for basketball court
- Pickleball Court

Each topic will have its own specific application with the supporting documentation and contact person. Tracy Murphy, Chair of RAC, can be contacted on any application.

Design and Engineering Services for Lighted Basketball Court

Detailed Narrative:

We set out several months ago with the goal of finding a site for a lighted basketball court that would be central, accessible, and safe. We settled on a site at the far end of the sports fields at Nauset Regional Middle School. This site is close to schools, playing fields, tennis courts, and a playground, as well as to the center of town. We envision this basketball court being used by all age groups as close to year round as the weather permits! We're hoping to see multigenerational pick up games, friends meeting up to practice free throws, kids stopping by to play after school, and families gathering on weekends. This court could also be the site of future recreation department programming. While Orleans does have basketball courts at Orleans Elementary School right now, those courts aren't central or accessible, nor do they have lights.

Superintendent Tom Conrad strongly supports a lighted basketball court at this location and the site was approved by the Nauset Regional School Committee at their meeting on November 12, 2020. The site also has the support of Scott McDonald, Orleans Chief of Police.

At the end of October, Weston&Sampson submitted a proposal for design and engineering services to Ron Collins, Orleans Building and Facilities Manager. That proposal is attached. The proposal would bring Weston & Sampson in to provide schematic designs, final designs/bid documents, and bid assistance for the project.

It is the intention of RAC to return to CPC a year from now with an application to fund the construction of the basketball court. In the coming year, RAC will seek partnerships with Brewster, Eastham, and Wellfleet recreation departments who might want to contribute to construction costs through their own CPA applications.

Action Plan and Timeline:

Work on the engineering plan will commence when funds are released in July, 2021.

Engineering study will be completed and approved by Orleans DPW in October, 2021.

RAC will bring CPC a request for funding of basketball court construction in November, 2021.

Looking ahead, bids on construction would go out in January, 2022, in anticipation of Town Meeting 2022. Construction could begin in July, 2022. We'll coordinate with the school on construction timing.

Financial Data:

Please see attached proposal from Weston & Sampson, which details the fee schedule for this project as follows:

1. Schematic design plan (preliminary designs)	Not to exceed \$14,000
2. Final Design/Bid Documents	Not to exceed \$22,000
3. Bid Assistance	Not to exceed \$2,000
4. Construction Administration	TBD
TOTAL FEE	\$38,000

October 22, 2020

Ron Collins
Building and Facilities Manager
Town of Orleans
DPW and NR Building
40 Giddiah Hill Road
Orleans MA, 02653

Re: Town of Orleans Basketball Court with Lighting
Subject: Design and Engineering Services Proposal

Dear Mr. Collins:

We are submitting this proposal to provide The Town of Orleans with design and engineering services related to the design of a basketball court with sports lighting on the grounds of the Nauset Regional Middle School. Our proposal is to provide the following basic work efforts:

- Schematic Designs
- Final Designs / Bid Documents
- Bid Assistance



Aerial view of Nauset Regional Middle School, Orleans.

Our schematic site plan efforts will include incorporating the range of improvements that you have initially identified and include additional items that may be agreed upon later. The current list of potential site improvements (based on funding) includes:

- Basketball court construction
- Parking area modifications
- Track area modifications

- Court lighting
- Other miscellaneous site improvements

A more detailed description of our services is presented below:

1. Schematic Design (25%)

Weston & Sampson will prepare schematic design documents including:

- Layout and Materials Plans
- Cost Estimates
- Illustrative Plan Graphics

The illustrative graphics (to include plan views) can be instrumental in communicating the essence of the designs to various audiences and useful in securing the needed support for final implementation of all desired site improvements. Cost estimates will help to determine an approach to phasing if needed.

Upon the conclusion of the schematic design plan phase, the budget will be confirmed, the scope and design of all improvements will be largely fixed, and the preparation of final designs and bid documents will commence.

2. Final Design / Bid Documents (90%)

Upon the receipt of schematic design plan approvals, we will prepare final designs and contract documents, including plans, details, specifications, and estimates. When substantially completed, the documents will be submitted for your review and consideration. We anticipate that these design documents will represent a 90% complete level.

After the receipt of final comments from town representatives, and attendance at any desired project review meetings, we will prepare final contract bid documents. If desired, Weston & Sampson will be available to assist in the compilation of the front end or "Boiler Plate" specifications with representatives of your office and the town procurement office. Weston & Sampson will furnish plans and specifications in paper and electronic formats to the town. Bid Documents will include:

- Bid Form
- Coordination/Compilation of Front-End Specifications
- Technical Specifications
- Plan Title Sheet
- Layout and Materials Plan
- Grading and Drainage Plan
- Site Details
- Final Cost Estimate

3. Bid Assistance

Weston & Sampson will be available to attend a pre-bid conference and to answer the inquiries of prospective bidders during the bid period. We will furnish all information needed to issue any required Addenda. Upon the receipt of bids, Weston & Sampson will coordinate with project representatives and make a recommendation of award to the town.

4. Construction Administration

If desired at a future date, Weston & Sampson can provide construction administration services to include attendance at a pre-construction meeting, processing of pay requisitions and shop drawing reviews/approvals, attendance at construction meetings and issuance of corresponding construction meeting notes.

Project Meetings

We will attend and help lead discussions at meetings with the designated town design team.

Fee Schedule

The fee schedule associated with the scope of work is included below.

Design Task or Phase	Not-To-Exceed Fee
1. Schematic Design Plan (Preliminary Designs) (25%)	\$14,000
2. Final Design / Bid Documents	\$22,000
3. Bid Assistance	\$ 2,000
4. Construction Administration	TBD
TOTAL FEE	\$38,000

We appreciate this opportunity to collaborate with you and other town staff members to design meaningful upgrades at the Nauset Middle School. Please contact our office with any questions pertaining to this letter proposal.

Yours very truly,

WESTON & SAMPSON



Brandon Kunkel, RLA
Team Leader

GUIDELINES FOR PROJECT SUBMISSION

Please submit **one paper copy** of the application materials to the Community Preservation Committee, c/o Town Administrator, Town of Orleans, 19 School Road, Orleans, MA 02653 by Nov. 23, 2020. **Applicants must also email complete applications in PDF** to Myra Suchenicz, Administrative Assistant, at msuchenicz2012@gmail.com. A single PDF file which appends materials described in item 3 to the application form is preferred.

1. Applications must be received by Monday, November 23 to be considered for recommendation at the Annual Town Meeting.
2. Funds will be available on July 1st following the Annual Town Meeting.
3. Applicants may include any maps, diagrams, and/or photographs pertaining to the project. Letters of Support for the project from community organizations or other sources may also be submitted.
4. The Community Preservation Committee may require additional (or more detailed) information or further clarification to a submitted application.
5. Prior to submission of funding applications, applicants should review the Community Preservation Act (MGL, Chapter 44B, through the Community Preservation Coalition Web site), the Orleans Community Preservation Plan and the Orleans Community Preservation Bylaw, copies of which are available on the Town Web site at <https://www.town.orleans.ma.us/community-preservation-committee>. Nonprofit organizations applying for historic preservation funds for historic structures should obtain a sample copy of an acceptable historic preservation deed restriction (available from the Town Administrator's office) since this type of document will be required. Applicants other than the Town of Orleans should also obtain a sample copy of the Agreement with the Town of Orleans that all successful nonprofit applicants will be required to sign. Please contact the Administrative Assistant by email with any questions.
6. Eligible projects must address one or more of the uses outlined in the Community Preservation Act, Sections 2 and 5 (2), as follows:

Open Space

Acquisition, creation and preservation of land to protect existing water supply/aquifer areas, agricultural and forest land, coastal lands, frontage to inland water bodies, wildlife habitat, nature preserves and scenic vistas.

Community Housing

Acquisition, creation, preservation and support of community housing defined as housing for low and moderate income individuals and families, including low and moderate income senior housing. The Community Preservation Committee is required to recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.

Historic Preservation

Acquisition, restoration, rehabilitation and restoration of historic structures and landscapes that have been

determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the Town or that are listed on the State Register of Historic Places.

Recreation

Acquisition, creation, preservation, rehabilitation and restoration of land for active and passive recreational uses, including land for community gardens, trails and noncommercial youth and adult sports and the use of land as a park, playground or athletic field and for preservation and restoration of recreational facilities. (Community Preservation funds cannot be used for a stadium, gymnasium or similar structure or for the acquisition of artificial turf for athletic fields.)

October 5, 2020