



115 Sycamore Street New School Building

Meeting #7 April 6, 2026

PERKINS —
EASTMAN
Human by Design

AGENDA

- Overview of PDP Content
- Vote to Approve the PDP Submission and All Contents within

PRELIMINARY DESIGN PROGRAM OVERVIEW

PDP CONTENT

3.1.1 Introduction

- A. Summary of Deficiencies
- B. Date of Invitation to Feasibility
- C. Design Enrollment
- D. Capital Budget Statement
- E. Project Directory
- F. Project Schedule

3.1.2 Educational Program

- A. Grade and School Configuration
- B. Class Size Policies
- C. School Scheduling Method
- D. Teaching Methodology and Structure
- E. Teacher Planning and Room Assignment
- F. Lunch Programs
- G. Technology Policies/Program Requirements
- H. Art Programs
- I. Music and Performing Arts Programs
- J. Physical Education Programs
- K. Special Education Programs
- L. Vocational Education Programs (N/A)
- M. Transportation Policies
- N. Functional and Spatial Relationships
- O. Key Programmatic Adjacencies
- P. Security and Visual Access Requirements

3.1.3 Initial Space Summary

- A. Grade Pre-K - 8 Enrollment Option 650
 - a. Space Summary Description
 - b. Proposed Space Summary Form
- B. Grade Pre-K - 8 Enrollment Option 925
 - a. Space Summary Description
 - b. Proposed Space Summary Form

3.1.4 Evaluation of Existing Conditions

- A. Overview of Existing Building & Site(s)
- B. Developable Property
 - Determination of Legal Title or Actions to Obtain
 - Determination of Availability for Development
 - Determination of Historic or Other Registrations
 - Determination of Development Restrictions
- C. Existing Building
 - Preliminary Evaluation of Structural Assessment
 - HVAC, Electrical, Plumbing and Fire Protection
 - Food Service
 - Assessment of Hazardous Materials
 - Initial Evaluation of Building Code & Accessibility
- D. Existing Site(s)
 - Site Survey and Infrastructure
 - Environmental Assessment
 - Geo-Environmental Assessment (Phase 1 ESA)
 - Geotechnical Assessment

3.1.5 Site Development Requirements

- A. Overview of Site Programming
- B. Site Access and Circulation
- C. Parking and Paving
- D. Emergency Access, Safety and Security
- E. Trash Removal, Deliveries and Maintenance
- F. Utilities and Services
- G. Code Requirements
- H. Zoning Requirements
- I. Orientation/Location Considerations
- J. Preliminary Outdoor Program
- K. Site Specific Narratives

3.1.6 Preliminary Evaluation of Alternatives

- A. Analysis of School District Capacity & Assignments
- B. Tuition Agreements
- C. Rental or Acquisition of Existing Buildings
- D. Code Upgrade (Base Repair) Option
- E. Renovation/Addition Option(s)
- F. New Construction Option(s)
- G. Summary of Evaluations & Conclusions

3.1.7 Local Actions & Approvals

- A. Actions & Approvals Letter

PDP APPENDIX

3.1.6 Appendices

- A. Statement of Interest
- B. MSBA Board Action Letter
- C. Design Enrollment Certification
- D. Capital Budget Report
- E. Project Directory
- F. Project Schedule
- G. Educational Programming
- H. Space Summary
- I. Educational Visioning
- J. Property Data Cards
- K. Existing Conditions Reports
- L. Site Survey
- M. Phase I Environmental Site Assessment Report
- N. Hazardous Materials Report
- O. Geotechnical Information
- P. Site Analysis
- Q. Facility Base Repair Drawings
- R. Planning Options
- S. SBC Meetings/Minutes/Attachments
- T. SC Meetings/Minutes/Attachments
- U. Community Meetings/Minutes/Attachments
- V. Construction Advisory Group (CAG) Report
- W. Massachusetts Historic Commission Notification Form
- X. PM+C - PDP Cost Estimate

PRELIMINARY DESIGN PROGRAM VOTES

MOTIONS

Motion to approve the submission of the Winter Hill Community Innovation School project's Preliminary Design Program to the MSBA

NEXT STEPS

- Submit Preliminary Design Program to MSBA
- Begin Preferred Schematic Report
- Ongoing Community Outreach



Thank you!