



Town of Orleans

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

COMMUNITY PRESERVATION PROJECT APPLICATION

Project Title: Master Plan/Design Services for Orleans Elementary School, Nauset Regional Middle School, and Eldredge Park

Submission Date: Monday, November 22, 2021

Applicant (note if Town, individual or non-profit): Tracy Murphy, Recreation Advisory Committee
Address: 23 Gull Lane, Orleans, MA 02653

Co-Applicant, if any (note if Town, individual or non-profit): Tom Daley, Orleans DPW
Address: 40 Giddiah Hill Road, Orleans, MA 02653

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: Orleans Elementary School, Nauset Regional Middle School, Eldredge Park,
Eldredge Park Way

Community Preservation Funding Request: \$52,000

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

RAC would like to secure funding to support the creation of a Master Plan/Design Services for three properties on Eldredge Park Way: Orleans Elementary School, Nauset Regional Middle School, and Eldredge Park Way. Together these properties serve as a recreational hub for people of all ages and interests.

RAC anticipates that the groups managing these three properties will have different priorities for their recreation spaces, but we also believe that we will have overlapping goals. Creating one Master Plan will help us work together collaboratively, avoiding project duplication, and making smart, forward-thinking decisions.

RAC has been talking about and hoping for a Master Plan for over a year now. The Nauset Regional School Committee recently unanimously supported a Master Plan for their property. It makes sense to seize the moment and work together for the benefit of all involved.

Detailed Narrative:

The Recreation Advisory Committee is submitting this program pending the support of the Orleans School Committee and the Nauset Regional School Committee, with whom we will meet in December, 2021. Those meetings will provide an opportunity to develop a final proposal that works for all involved.

I've attached a proposal for a Master Plan/Design Services of the three properties from Weston & Sampson. The proposal will likely be revised in the coming weeks as the different groups involved weigh in.

Still, the proposal attached provides a good outline for how this project will likely unfold. We anticipate that the Orleans School Committee, the Nauset Regional School Committee, and the Orleans Recreation Advisory Committee/ DPW will come to an agreement as to the details of the project and that other groups including the Conservation Commission, DPW, Nauset Together We Can, and others will be a part of the project. This project will also include several opportunities for public engagement and input. The consultants will assess current facilities; hear about what's desired in the future; and complete a plan for new projects.

The goal of the project is to come away with an understanding of how to make the best use of the three properties for all involved, so that both Nauset Schools, Orleans Recreation Advisory Committee, Orleans DPW and others have a blueprint for future projects and initiatives.

Action plan and timeline:

1. July, 2022: Project Kick Off Meeting and Baseplan Compilation
2. August, 2022: Detailed Evaluation of Current Facilities
3. September, 2022: Public Engagement and other Meetings
4. October, 2022: Final deliverables including an existing conditions and analysis plan; new opportunities plan; and master plan narrative.

Financial Data:

Scope item or phase	Cost
Project kick off meeting	Nc
Baseplan compilation	\$2,000
Detailed evaluation of current facilities	\$14,000
Public engagement and other meetings	\$24,000
Final deliverables	\$12,000
Total cost	\$52,000

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. 22, 2021. **Applicants must also email complete applications in PDF** to Jennifer Fountain, Administrative Assistant, at genuinejenfountain@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 22 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.)

Sept 10, 2021

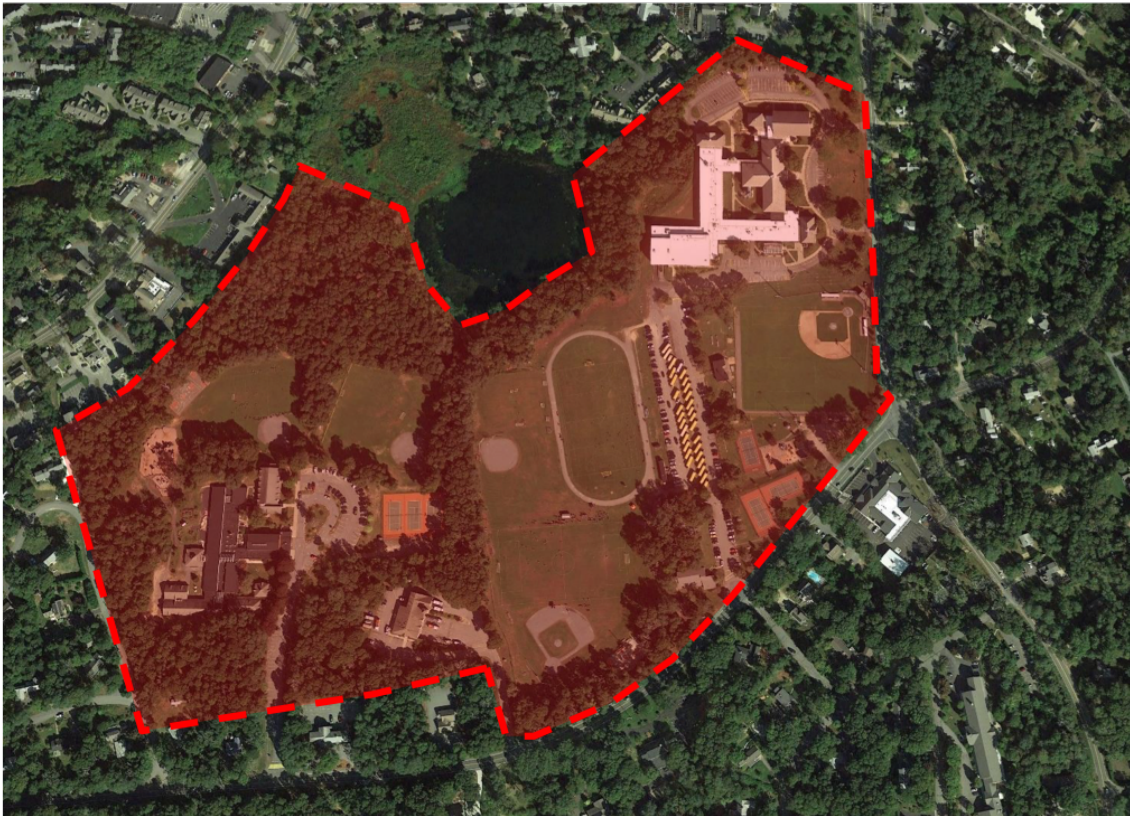
November 4, 2021

Thomas E. Daley, P.E.
Director of Public Works & Natural Resources
40 Giddiah Hill Road
Orleans, MA 02653

Re: Nauset Regional Middle and Orleans Elementary School Master Plan
Subject: Designer Services Proposal

Dear Mr. Daley:

Weston & Sampson is pleased to submit this proposal to provide master planning services to include all exterior athletic facilities, in relationship with identified both existing and potential future buildings. As discussed in our conversations. The basic work efforts will involve assessing and analyzing both the Nauset Middle School and Orleans Middle School sites related field and amenity layout, consolidation, expansion to maximize the use of the two parcels, located at Eldredge Park Way (see Image below).



Aerial image of Nauset Regional Middle School, Orleans Elementary School and surrounding fields and courts

All work will be coordinated with designated representatives of the Orleans Town Recreation Department. To obtain necessary project approvals, permits, and community buy-in we anticipate meeting with the following entities:

- Recreation Commission
- Conservation Commission
- School Committee
- School Department (Athletics + other programs making use of facilities)
- Department of Public Works
- Building Department
- Planning Department
- Fire and Rescue
- Police Department
- Other interested project stakeholders

Regarding public engagement, we anticipate up to three public meetings, as described under Item 5 below. We anticipate that an extensive and well-planned public engagement (and associated preparation) process will be required to inform, build support, and yield successful project outcomes.

Based on our understanding, the scope of actual site improvements will focus on, but not limited to

- Little League baseball fields
- Softball fields
- Tennis courts
- Regulation running track
- Rectangular multi-purpose fields
- Skatepark
- Basketball courts
- Playgrounds

To accomplish the master plan efforts for this project, we offer the following scope of services for consideration:

Anticipated Scope of Work

1. **Project Kick-off Meeting-** We will meet with Orleans Recreation Department and school representatives at the outset of the project to confirm all basic project expectations, the preferred direction of our master planning efforts and project timelines. We will also establish the desired approach to public outreach and to project coordination with key town departments, commissions, and other designated constituent groups. Our intention is to obtain all relevant project information pertaining to the property from the Town at this meeting.
2. **Baseplan Compilation-** Working with the Town of Orleans will provide suitable property survey plans (including property lines, topography, site details and utilities) from GIS, record plans and other information available. Weston & Sampson will prepare an appropriate base plan for the development of the physical master plan.
3. **Detailed Evaluation of Current Facilities-** Our project team will perform site reconnaissance efforts to visually review and assess all property areas and facilities/features, including passive recreational elements and natural environmental areas.

We anticipate making multiple visits to the property with key project representatives from the town and school department in attendance and with appropriate professional design, technical and scientific disciplines that are firm represented. One major goal of the site visits will be to confirm current conditions in relation to the conditions in relation to the potential and anticipate work and project areas that may occur at these sites.

We will meet with all key project stakeholders and confirm all observations, assessments, and collected data

This shall generally include:

- Field condition assessments updates
- Field usage data updates and programming matrix
- Potential new development and redevelopment strategies (short term/long term)
- Master Plan identifying sports facilities and ancillary facility layouts and identification of all other needed or desired site improvements
- Phasing strategies
- Implementation strategies
- Estimates of probable cost for various recommended initiatives

All master plans will be prepared in an illustrative format for ease of presenting the information to a lay audience and for receiving meaningful input from that audience.

During this stage we will consider the synthetic turf vs. natural turf if warranted in relation to the public dialogue about the benefits and limitations of each field type. We are fully prepared to lead a constructive dialogue with all project stakeholders and other interested residents.

4. **Public Engagement and other Meetings-** in cooperation with the Orleans Recreation Department and School Committee, Weston & Sampson will present master plan findings to town and community representatives at up to three public information meetings. We anticipate that the first meeting would be held near the conclusion of the existing facility inventory and analysis of existing conditions phase. Using input from the first meeting we would develop a preliminary master strategic facilities improvement plan, with a variety of options and budget guidance. We would then present this information at a second meeting. Using input from this second meeting, master plans design, cost estimates, implementation and phasing approaches would be refined, and a single preferred master improvements plan and implementation strategy would be established. On your behalf, we would look for adoption of the final preferred design plan at this time.

In addition to the public information meetings, we anticipate many meetings with the school departments, including athletics program leaders and the school committee and other key athletic facility constituents throughout the master planning process.

5. **Final Deliverables-** In conjunction with developing the Master Plan, we anticipate preparing and furnishing to the town the following documents:
 - **Existing Conditions and Analysis Plan-** This plan will identify and analyze all current conditions at the school properties, including fields, courts and all other support facilities/features and site amenities. Work may also include the review of previously undeveloped or underperforming areas to determine the potential for new, reoriented or expanded facilities. All existing site features will be identified. Analysis notes will highlight all existing conditions and identify opportunities for potential improvements or limitations that might hinder improvements.
 - **New Opportunities Plan-** this high-quality illustrative drawing will represent the physical aspects of the updated master plan and identify all potential facility improvements. All parts of the property will be considered including the previously undeveloped or underperforming areas.
 - **Master Plan Narrative-** This narrative document will include a summary of all project findings and outcomes. It will describe the community participation process, outcomes of all town department and commission meetings, identify all significant master plan recommendations, identify cost considerations, and introduce phasing and implementation considerations.

The master plan narrative will include color photos and support graphics and both the analysis plan and illustrative master plan in fold-out formats. This document will also describe outcomes related to the synthetic turf vs. natural turf dialogue. The document will be suitable for distribution in hard copy form or

electronically. We anticipate that this document will be useful to building community support for the necessary upgrades to the school athletic/recreation facility complex footprint.

Price Proposal

We have established the following pricing strategy for the development of master planning efforts that address the scope described and as articulated throughout this document. As we are keenly interested in providing the most value, and we are completely willing to negotiate in good faith with Town of Orleans representatives to potentially refine our assumptions and adjust our scope and approach in any way that is mutually beneficial and agreeable.

Scope Item or Phase	Cost
1. Project Kick-off Meeting	NC
2. Baseplan Compilation	\$ 2,000
3. Detailed Evaluation of Current Facilities	\$ 14,000
4. Public Engagement and other Meetings	\$ 24,000
5. Final Deliverables	\$ 12,000
Total Cost	\$52,000

As a final note regarding the scope and pricing information contained herein, we have not included costs associated with soil testing, subsurface geotechnical soil borings, or the execution of test pits as the potential need for these items is not known at this time.

Thanks for the opportunity to work with the Town of Orleans on this important town and school sports and recreation facility master planning endeavor and please contact our office with any questions pertaining to this proposal.

Regards,

WESTON & SAMPSON



Brandon Kunkel, RLA
Senior Team Leader

