



Review and Comment Submittal

To Minnesota Department of Education

July 2018

Submittal for the following Projects:

- **New Elementary School**
- **Bridgewater Elementary School - Addition/Alterations**
- **Sibley Elementary School - Additions/Alterations**
- **Greenvale Park School – Repurpose for Early Childhood / Community Ed.**
- **Longfellow School – Repurpose for District Administrative Offices**

Table of Contents

1. Superintendent Letter	3
2. The geographic area and population to be served	5
3. Existing Facilities	6
4. Specific Deficiencies of Current Facilities	8
5. Project Description	13
6. Specification of the Source of Financing the Project	23
7. Documents	27
i) Governing Municipal Contracts	
ii) Sustainable Design	
iii) School Facility Commissioning	
iv) American National Standards Institute Acoustical Performance Criteria	
v) State Fire Codes	
vi) Governing Building Codes	
vii) Consultation with Affected Governing Codes	
8. Attachment 1 – New Greenvale Park Elementary Space Program.....	29

July 25, 2018

Commissioner Brenda Casselius
Minnesota Department of Education
1500 Highway 36 West
Roseville, Minnesota 55113

Dear Commissioner Casselius:

I am pleased to submit the following proposal on behalf of Northfield Public Schools for Review and Comment.

Northfield Public Schools is committed to prepare every student for lifelong success within a world-class learning environment with a commitment to community partnerships and sustainability. Over a three-year period, the District completed both a master facilities plan and a new strategic plan. The Master Facilities Plan development process included demographic and facilities studies, more than two dozen stakeholder meetings and multiple online engagement opportunities using the ThoughtExchange platform. Our strategic planning process confirmed the main needs identified in the Master Facilities Plan: spaces that are modern, innovative, creative and flexible. A \$109 million bond issue was defeated at the polls in November 2017. Following this community feedback, the District completed dozens of interviews with constituents and convened another Facilities Action Team in April 2018. Another ThoughtExchange survey process was also completed in July 2018.

As a result of these exhaustive processes, Northfield Public Schools plans to ask the voters for authority to sell \$40.975 million in bonds to finance the following construction projects:

- Construction of a new 600 student elementary school and repurpose the current Greenvale Park Elementary School as an early childhood center that will also house community education programming. The current Greenvale Park Elementary School was originally constructed as an 'open school' floor plan. While there have been modifications to the building over the years, it is unable to support the flexible instructional spaces required to meet the needs of today's learners. In addition, our current early childhood programming is split across two facilities. The limited space in these two facilities is a significant barrier in serving the growing number of children interested in our licensed day care facility, pre-school, and early childhood special education programs. This project is focused on ensuring our students are ready for Kindergarten by providing the ability to expand our early childhood services. We believe this is the most effective way to eliminate the achievement/opportunity gap -- addressing it before students enter the K-12 system.
- A main office addition at Bridgewater Elementary School that will create a secure entrance and recapture the current main office area for additional instructional space.
- Two additions at Sibley Elementary to relieve space constraints for child nutrition services, media center, music, and other instructional needs.
- Repurposing of Longfellow School, our oldest school building, to house district administrative offices. This will free space at Northfield High School where the District administrative offices are currently located.

These projects implement the early learning/elementary portion of the Master Facilities Plan, directly support our strategic plan's vision and near-term priorities, as well as providing facilities that will provide E-12 programming in alignment with the goals of the World's Best Workforce. Specifically, the proposed projects would focus on expanding space for the District's *Four-Star Parent Aware* early learning programs to support additional low-income families' needs for high-quality preschool and childcare. The projects would also relieve space constraint issues at our other two neighborhood elementary schools.

Contingent upon favorable review and comment by the Department of Education, the District intends to fund the projects through a proposed bond referendum for \$40.975 million (including bond issuance and related financing costs) on November 6, 2018.

The Board of Education approved the submission of the Review and Comment document on July 9, 2018

Thank you in advance for your consideration of this proposal.

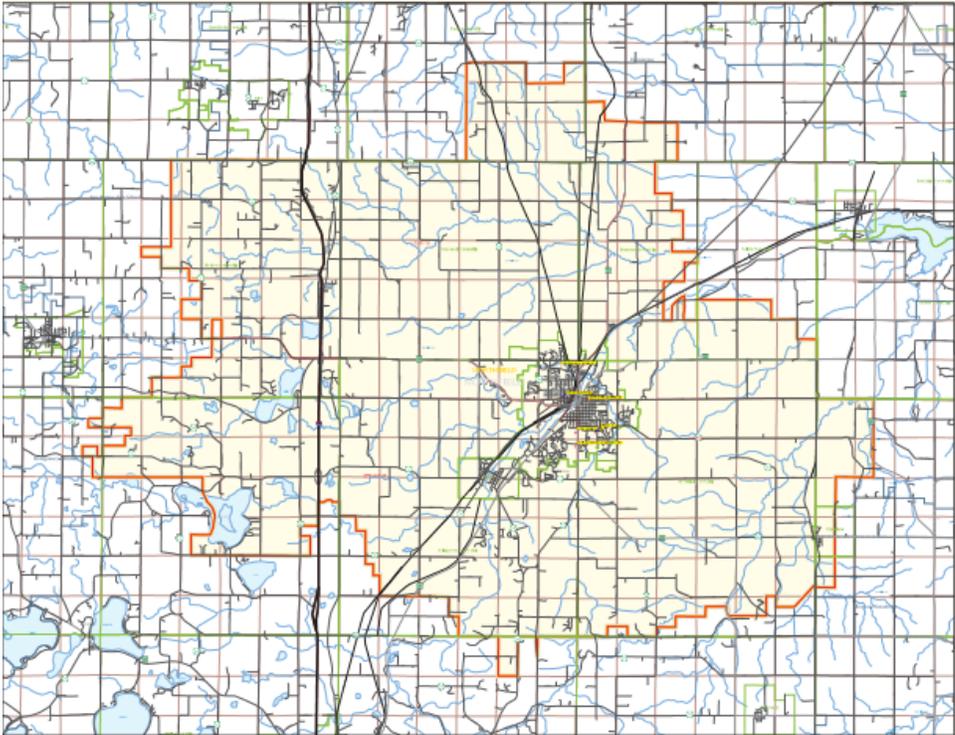
Sincerely,

A handwritten signature in blue ink that reads "Matthew J. Hillmann". The signature is written in a cursive style with a long horizontal flourish at the end.

Matthew J. Hillmann, Ed.D.
Superintendent of Schools

1. The Geographic Area and Population to be Served

Northfield Public School District #659 serves approximately 4,000 students in its grades pre-k through 12 programs living in the community of Northfield and surrounding area. In addition to the community of Northfield, the district serves the communities of Dundas, Cannon City, Dennison and Castle Rock (Note: as shown below). The district covers an area of approximately 180 square miles and serves 27,800 people within the school district boundaries.



Two prestigious liberal arts colleges anchor Northfield: Carleton College and St. Olaf College. In addition, Northfield Hospital and Clinics provides excellent medical care and is a significant employer within the region. Businesses such as Post, Multek, and McLane are key employers, community assets, and provide a strong foundation for commercial and manufacturing growth.

The arts play a significant role in Northfield's sense of community. Music and theatre programs offered at one of the colleges or the school district add depth to the options presented by the Northfield Arts Guild, Vintage Band Festival, and the Riverwalk Market Fair. The town's commitment to the arts draws many people for intellectual and artistic stimulation.

Northfield is home to the annual Defeat of Jesse James Days, one of the largest all-volunteer community celebrations in Minnesota. Re-enactments of that fateful day in September of 1876 and the associated activities draw tens of thousands to the city each fall.

These facets are just a few reasons Northfield has routinely been rated as one of the best small towns in America, one of the best places to raise a family, and one of the best places to retire.

Over the past five years, the District's enrollment has increased in the number of students. The District anticipates that the total number of students will continue to increase slightly over the next couple of years. The

October 1, 2017 enrollment numbers were included with historical data to calculate the current enrollment forecast which was prepared using the traditional cohort survival technique and weighting these results to favor more recent years. The following table includes historical enrollment counts and the longer-range forecast for additional context.

Year	PK	HK	KG	1	2	3	4	5	6	7	8	9	10	11	12	Total PK-12	Total K-12
12-13	40.13	14.16	253.41	268.72	249.35	278.15	266.88	266.77	341.49	271.50	310.92	318.82	309.92	298.79	328.50	3817.51	3777.38
13-14	30.12	19.51	204.12	300.97	266.62	259.29	279.02	279.64	294.39	343.44	271.97	331.62	323.37	306.66	308.13	3818.87	3788.75
14-15	24.53	36.04	230.33	253.50	289.83	272.66	264.87	284.24	313.80	302.18	343.12	294.09	331.03	316.16	312.93	3869.31	3844.78
15-16	32.33	23.37	226.83	278.20	269.87	293.65	284.14	269.46	311.85	317.92	299.57	361.73	305.65	330.02	317.75	3922.34	3890.01
16-17	40.56	36.28	210.62	261.14	284.87	279.57	308.44	301.00	297.29	325.33	336.62	321.38	368.74	298.01	326.47	3996.32	3955.76
17-18	38.20	37.22	200.58	264.24	269.30	290.30	287.47	320.75	329.93	307.71	335.47	357.21	320.42	364.14	303.28	4026.22	3988.02
18-19	39.60	40.35	217.45	277.44	259.22	280.44	292.01	286.76	343.04	333.54	312.23	355.54	370.08	320.53	362.05	4090.28	4050.68
19-20	37.04	37.77	203.59	271.58	284.09	264.31	287.81	300.59	315.19	351.10	339.32	334.42	361.86	363.04	325.19	4076.90	4039.86
20-21	37.87	38.61	208.17	255.09	278.23	289.18	271.68	296.39	329.02	323.25	356.88	361.50	340.73	354.82	367.70	4109.12	4071.25
21-22	38.11	38.86	209.49	260.51	261.74	283.32	296.55	280.26	324.82	337.08	329.03	379.06	367.82	333.69	359.48	4099.82	4061.71
22-23	37.55	38.29	206.40	262.08	267.16	266.83	290.69	305.13	308.69	332.88	342.86	351.21	385.38	360.78	338.35	4094.28	4056.73
23-24	37.36	38.10	205.37	260.77	265.82	265.50	289.24	303.60	307.15	331.22	341.15	349.45	383.45	358.98	336.66	4073.81	4036.45

2. Existing Facilities

The Northfield Public School District owns and operates six (6) educational facilities. It also provides special programming in a facility owned by the City of Northfield.

School Facilities and Capacities

1. Bridgewater Elementary School is the newest elementary school in the District. As shown below, it sits on an approximate ten (10) acre site located in the southeast quadrant of the community. The building was constructed in 1998. It is approximately 84,000 sq. ft. Like each of the other two (2) elementary schools in the district, Bridgewater is a K-5 school serving approximately 564 students. Each grade contains four (4) sections. Capacity for this school is estimated to be 600 students.
2. Greenvale Park Elementary School was constructed in 1970. It sits on a twenty-one (21) acre site located in the northwest quadrant of the community. It is approximately 67,000 sq. ft. Like each of the other two (2) elementary schools in the district, Greenvale Park is a K-5 school and serves approximately 500 students. Each grade contains four (4) sections. Capacity for this school is estimated to be 600.
3. Sibley Elementary School was constructed in 1962. Additions were added onto the building in 1976, 1990, 2003 and 2010. It sits on a twenty-one (21) acre site located in the northwest quadrant of the community. It is approximately 75,900 sq. ft. Like each of the other two (2) elementary schools in the district, Sibley Elementary

is a K-5 school and serves approximately 580 students. Each grade contains four (4) sections. Capacity for this school is estimated to be 600.

4. The Longfellow Early Childhood/ALC School was constructed 1941 with an addition in 1962. As shown below, it sits on a 2.5 acre site located in the northwest quadrant of the community. It is approximately 52,800 sq. ft. Longfellow School is a learning center that serves two (2) separate and distinct programs; the District's Area Learning Center (serving secondary school students in an alternative school format) and the community's Early Childhood Learning program (for pre-school aged children). There are approximately 100 students served in the various programs operating out of this school. The program areas are separate; providing maximum safety for students during the periods immediately before and after school. The size of the site provides for appropriate outdoor play and recreational space. Capacity for this school is estimated to be 600.
5. Northfield Middle School was constructed in 2004. As shown below, it sits on a sixty-one (61) acre site located in the northwest quadrant of the community. It is approximately 208,000 sq. ft. The middle school serves approximately 950 students in grades 6-8. The size of the site provides for optimal outdoor play and recreational space. Capacity for this school is estimated to be 1000.
6. Northfield High School was constructed in 1964 with additions in 1970, 1993, 1997, 1998, and 2002. It is approximately 265,000 square feet. The school sits on a thirty-six (36) acre site located in the east-central quadrant of the community. The senior high school serves approximately 1240 students in grades 9-12. The District Office is also located in this facility. Capacity for this school is estimated to be 1300.

Available alternate facilities

The District has reviewed the availability of other facilities within and outside of its boundaries. The District has assessed the enrollment areas and strategically identified the current schools that need additions and the proposed new schools based on needs and the growth in the respective attendance areas. The District has found no other available alternate facilities within or outside the District in the service locations that would accommodate needs and where the increased enrollment is occurring.

3. Specific Deficiencies of Current Facilities

In the spring of 2014, ATS&R, an architecture and engineering planning firm, was hired by Northfield Public Schools to conduct a comprehensive review of District facilities. The scope of the review was to include an architect and engineering analysis of the physical conditions of the buildings leading to the identification of repair and betterment needs that District Board and administration might consider addressing to ensure the continuing efficient operations of its buildings. The review was also to include a careful analysis of how effectively the buildings were supporting the educational programs and services provided within each; their educational adequacy. Below are summaries of the findings for each building.

Bridgewater Elementary: Architectural and Engineering Analysis-

- Significant tuck point and joint repair work should be planned.
- Roof repair work was completed FY'14, FY'15 and FY'17. Plans should be made to continue to monitor roof conditions and to repair as needed to avoid possible water penetration into the building.
- There is evidence of carpet wear throughout the building.
- Due to space limitations, Bridgewater converted rooms designed to serve as storage areas into small group learning areas. Repurposing rooms intended for storage into spaces used by students requires a different level of heating/cooling and air flow. The current HVAC system should be modified to provide proper circulation of air for students and staff in these converted spaces.
- There were inefficiencies found in our review of the electrical system. Those included the lack of a 50KW generator that could be used during possible emergency and/or safety situations.
- An inefficient and cost ineffective lighting system is currently in place; consideration should be given to installing occupancy sensors and LED lights

Bridgewater Elementary: Educational and Room Utilization Analysis-

- Lack of a 'controlled entry' for visitors to the school.
- Some rooms are too small to adequately support the instruction that takes place within them.
- Lack of needed space for storage of band instruments.
- Kindergarten rooms do not meet generally accepted size and do not contain private restrooms.
- Many of the spaces currently being used as offices by faculty were originally designed as storage areas. As a result, these spaces are excessively small and lack proper ventilation.
- The office space for the building administration and support staff is not strategically located in an area that helps to ensure student and staff safety. It is not immediately adjacent to the main entryway.
- Since the construction of this building, there have been many changes in programming at the school (i.e. RTI and 'Accelerate Northfield). These spaces require (use) small group and individualized instruction as an approach to the teaching/learning process. There are some spaces that are currently being utilized, (and are appropriate) for

this kind of instruction, however there continues to be learning instruction that is taking place in the hallways and other less appropriate space.

Summary- Bridgewater Elementary is the newest elementary school building in the district. The architectural and engineering analysis found that the building has been well maintained and that there are no repair and betterment needs beyond what is expected to be normal and routine. Educationally, shortcomings already exist. This is most notable in the areas of special education. The need for a ‘controlled’ public entrance is a priority. The site, as currently planned, provides for an inadequate traffic flow; creating less than ideal safety conditions immediately before and after school.

Greenvale Park Elementary School: Architectural and Engineering Analysis -

- Limestone walls and exterior tuck point repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building.
- Classroom sinks do not meet current code requirements and should be replaced.
- The repair and/or replacement of the entire HVAC (Heat, Ventilation and Air Conditioning) system should be given priority consideration by the District. This includes changing the existing steam to hot water conversion system to a HiEff condensing boiler system, the replacement of the existing MZ AHU A-1 system that serves the administrative area and the AHU A-2 system that serves the kindergarten/music areas and the AHU C-1 and C-2 that serves the classroom areas with VAV systems with energy recovery.
- All ductwork throughout the school should be cleaned and sealed.
- There is a need to replace old switchboards and panels with new more efficient models.
- An inefficient and cost ineffective lighting system is currently in place; consideration should be given to installing occupancy sensors and LED lights

Greenvale Park Elementary School: Educational and Room Utilization Analysis -

- Entryway into the building is not properly controlled; creating less than ideal safety conditions for students and staff.
- The ‘open classroom’ design does not provide proper lockdown conditions.
- There is a lack of natural lighting in many of the interior classrooms; research has shown that natural light to positively affect learning.
- The kindergarten rooms do not meet generally accepted size.

Summary- Greenvale Park Elementary School is a neighborhood school; accessible to many families via walking and/or biking. The architectural and engineering analysis has found that the building has been well maintained. However, there are repair and betterment needs, both short-term as well as long-term, that the District needs to address. Those include conducting repair work on the exterior envelope to prevent water intrusion into the building.

Educationally, shortcomings also exist in the building; created largely by the ‘misalignment’ of the open design of the original building with its more traditional approach to instruction used today. Providing needed upgrades in the HVAC system to more efficiently serve the instructional spaces- as used today is viewed to be relatively costly.

Sibley Elementary: Architectural and Engineering Analysis-

- Flooring is deteriorating in the 1992 addition and needs replacement.
- Exterior tuck point repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building.
- Windows and the skylight need repair and/or replacement.
- Upgrades need to be made to the current HVAC system including replacing the air handling units in the east and west gymnasium, music room, the athletic office and storage rooms.
- The pneumatic actuators throughout the building should be changed or upgraded.
- The current bituminous surface in the parking area should be replaced.
- The existing parking lot should be expanded to accommodate at least twenty (20) more vehicles.

Sibley Elementary: Educational and Room Utilization Analysis-

- Lack of sufficient space for the orchestra/band program, including instrument storage.
- A lack of enough classroom space for the special education program.
- Due to expanding special education needs, these programs are being conducted in classrooms previously used for general education. This creates a lack of general education classroom space as well.
- Insufficient space to properly conduct small group and individualized instruction for students in need of special assistance.
- Small cafeteria/kitchen/serving area.
- Small and outdated media center.
- The Kindergarten rooms do not meet generally accepted size.
-

Summary- The architectural and engineering analysis at Sibley Elementary School found that the building has been well maintained. However, there are some repair and betterment needs, both short-term as well as long-term, that the District should consider addressing. Those include conducting repair work on the exterior envelope to prevent water intrusion into the building and upgrades to the existing HVAC system. Educationally, the most significant shortcoming to this facility is the size of core areas such as the cafeteria and media center.

Longfellow Early Childhood and ALC: Architectural and Engineering Analysis-

- Exterior tuck point needs repair to avoid possible moisture penetration into the interior walls of the building.
- Exterior windows and doors need to be replaced in the 1941 and 1962 buildings to improve overall building efficiency.
- Pneumatic actuators need to be changed throughout the building.
- Occupancy sensors should be incorporated into interior lighting upgrades to improve overall operating efficiency.

- There is no emergency generator on site. A 50KW generator should be purchased and made available in case of a power failure to ensure the safety and well-being of the building occupants.
- Current bituminous surface areas should be replaced.

Longfellow Early Childhood and ALC: Educational and Room Utilization Analysis-

- Space limitations in the ECSE area limits the kind of programs that are available to serve students and parents involved in this program.
- The size of the building does not allow for the location of all the District's early childhood and adult basic education programs to be located on this site.
- The District volunteer coordinators office and the ALC director's office are not strategically located at the entrance of the building.
- Students toilets and an office space on the lower level are not handicap accessible.

Summary

The architectural and engineering analysis at Longfellow Early Childhood/ALC School found that the building has been well maintained. However, there are some repair and betterment needs that the District should consider as priorities. Those include conducting repair work on the exterior envelope to prevent water intrusion into the building and replacing windows in the 1941 and 1962 portions of the building.

Educationally, the school provides adequate space for the programs and services currently located within it. However, based upon the cited needs of key stakeholders, there is a strong desire to co-locate all of the District's EC programs as well as the community education programs. The Longfellow School site, and the building itself, would not properly support an addition to accommodate additional programs.

Northfield Middle School: Architectural and Engineering Analysis-

- The maintenance storage area is inadequate.
- A complete roof replacement will need to be considered within the next five (5) years.
- Exterior tuck point repair should be addressed as an immediate need to avoid possible moisture penetration into the interior walls of the building.
- The public address system needs to be upgraded to become compatible with the digital telephone system.
- There is no emergency generator on site. A 100KW generator should be purchased and made available in case of a power failure to ensure the safety and well-being of the building occupants.

Northfield Middle School: Educational and Room Utilization Analysis-

- The cafeteria is too small to comfortably serve the students. This creates challenges in scheduling students' lunch period with a minimum disruption of classroom instructional time.
- There are not adequate spaces in the sixth grade 'houses' to support the science curriculum.

Summary

Northfield Middle school is the newest school building in the District. The architectural and engineering analysis at Middle School found that the building has been well maintained and that there were no repair and betterment concerns beyond those ordinarily found in buildings of that age. Educational shortcomings do exist such as a cafeteria/lunchroom area that is deemed to be too small and the lack of appropriate science classrooms/labs co-located in the 6th grade houses. However, when considering the educational needs of this building within the framework of District needs, these shortcomings are considered at a lower level of priorities.

Northfield High School: Architectural and Engineering Analysis-

- Roof replacement over the media center and locker room areas should be given consideration soon.
- Exterior tuck point and wall repair are immediate needs to avoid possible moisture penetration into the interior walls of the building. Areas needing special consideration/attention include the gymnasium and music areas as well as the east and west courtyards, auditorium, cafeteria and the H, S and D wings.
- Wear and deterioration of the windows is evident. Replacement of window treatments should be considered in the D, H and S wings of the building.
- Air handling units (AHU) need to be replaced in the north and south gymnasiums as well as the music area to improve efficiency.
- Pneumatic actuators throughout the building need to be changed and/or upgraded.
- The current bituminous surface areas should be replaced.

Northfield High School: Educational and Room Utilization Analysis-

- There is a lack of sufficient storage throughout the building; this is especially problematic in the physical education/activities area.
- Band, orchestra and choir are three (3) programs essentially sharing a two (2) program spaces.
- Locker rooms do not 'lend themselves' to easy supervision.
- There are not enough instructional spaces to accommodate the physical education program.
- There is a shortage of lab space in the science area.
- Some special education programs do not have spaces designed to accommodate their needs.
- There is 'uneven' temperature control throughout the building.
- There are no flexible spaces able to accommodate small group instruction or collaborative learning opportunities for students.
- There are too few conference rooms to meet the needs of service providers.
- The commons area is too small.
- School entrances lack identity and sufficient levels of security.

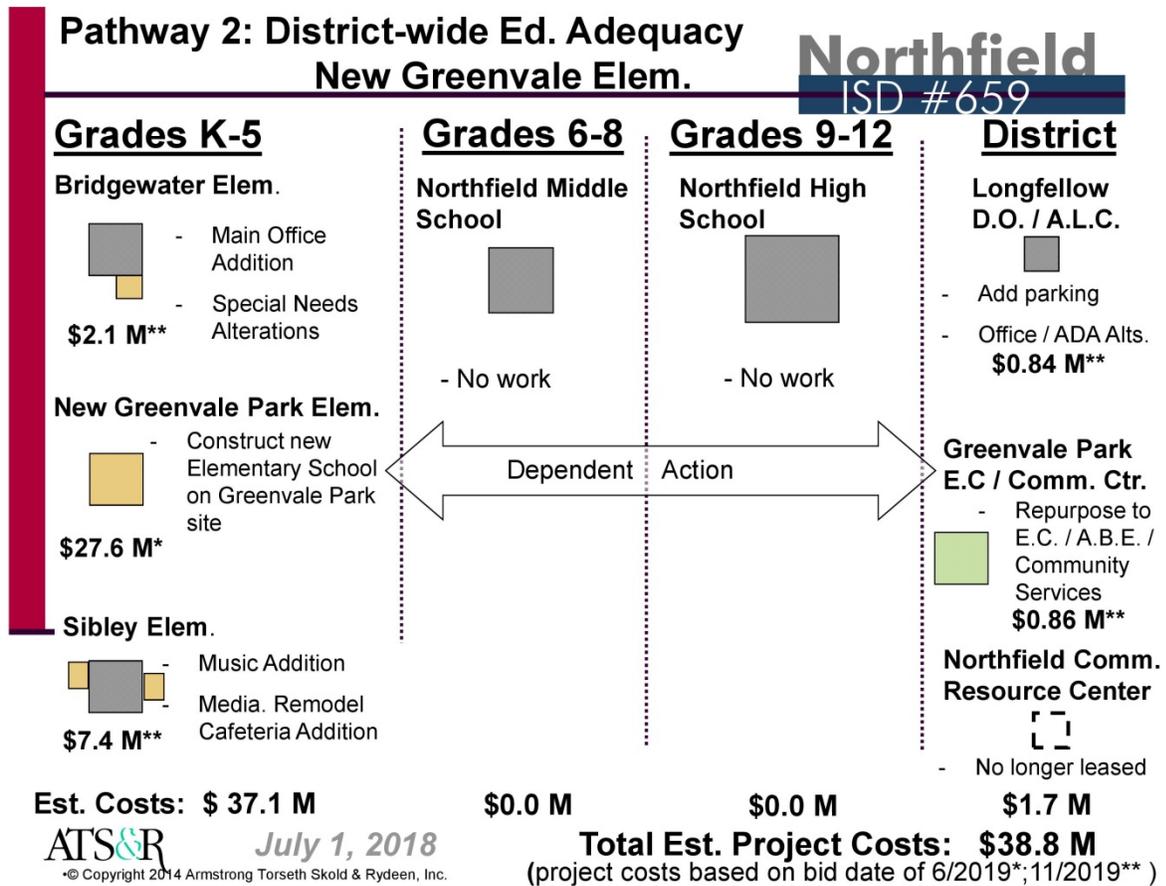
Summary

Northfield High School has undergone many updates and expansions. The architectural and engineering analysis at the School found that the building has been well maintained. However, there are many repair and maintenance needs that need to be attended to in the immediate future. Those needs include monitoring and patching the roof as needed to prevent water penetration, replacing windows in certain areas of the building to improve operating efficiency and upgrading the HVAC system to better insure even distribution of air throughout the building.

Educationally, there are numerous shortcomings. Those include a cafeteria that is too small, the lack of a student commons area, and a lack of appropriate space to properly accommodate either the music and/or physical education programs.

4. Project Description

In developing its plan to be presented to the school community at a November 6, 2018 special school election, the Board considered numerous options before making the final decision related to the scope of the project. The community was provided many opportunities to share its views as well through a series of public listening sessions as well as the use of a special communication tool known as the "ThoughtExchange Process." A summary of the entire project and related costs and timelines can be seen in the tables below.



Northfield Public Schools - I.S.D. # 659		ATS&R Planners/Architects/Engineers	
PATHWAY 2 - Summary of Estimated Probable Project Costs		7/1/2018	
Location	Description	Construction Cost	Project Cost
Bridgewater Elem.	Secure entry / main office adtn., alterations for spec. ed./student support spaces	\$ 1,603,000.00	\$ 2,113,000.00
Sibley Elem.	Café./Kitchen/Rcvg. and Music/Spec. Ed. adtns.; alterations to expand media ctr.	\$ 5,603,000.00	\$ 7,382,000.00
New Greenvale Park Elem.	New 600 student capacity, grades K-5 elementary school	\$ 22,014,000.00	\$ 27,619,000.00
Greenvale Park E.C. / Comm. Ctr.	Alterations to repurpose exist. facility for early childhood and adult basic ed.	\$ 646,000.00	\$ 859,000.00
Longfellow D.O. / A.L.C.	Alterations to repurpose portion of exist. facility for district office / staff devel.	\$ 625,000.00	\$ 837,000.00
Total Probable Costs		\$ 30,491,000.00	\$ 38,810,000.00

NOTES:

1. Construction Cost does not include contingency
2. Costs do not include financing costs.

The Preliminary Project Schedule is as follows:

Submittal of Review and Comment to MDE	July 31, 2018
Inform/Educate Public	August - Nov. 2018
Public Vote	November 6, 2018
Design Phase of the Projects	
a. New Greenvale Park Elem.	Nov. 2018 – May 2019
b. Bridgewater Elem., Sibley Elem., Greenvale Park E.C.,	May - Oct. 2019
5. Longfellow D.O. / A.L.C - Additions / Alterations	
Bidding and Award	
a. New Greenvale Park Elem.	June 2019
b. Bridgewater Elem., Sibley Elem., Greenvale Park E.C.,	November 2019
6. Longfellow D.O. / A.L.C - Additions / Alterations	
Construction	
a. New Greenvale Park Elem.	July 2019 – July 2020
b. Bridgewater Elem., Sibley Elem., Greenvale Park E.C.,	March – July 2020
7. Longfellow D.O. / A.L.C - Additions / Alterations	
Occupancy	
a. New Greenvale Park Elem.	August 2020
b. Bridgewater Elem., Sibley Elem., Greenvale Park E.C.,	August 2020
8. Longfellow D.O. / A.L.C - Additions / Alterations	

Building by building changes and associated costs are described in the following paragraphs and shown in illustrations and tables intended to bring clarity to each project.

Bridgewater Elementary School – Bridgewater is one of the District’s newest schools. As noted in Section 3 above, the areas of greatest need are the creation of appropriately sized learning spaces for their special needs programs and relocation of the school offices to provide improved security measures. Traffic flow patterns will be considered and potentially modified as part of the renovation.



+/- \$2.1 M Project Cost



Anticipated Project Costs (Note: Bid dates and completion dates are shown in the table)-

ATS&R Planners, Architects, Engineers

Northfield - Bridgewater Elementary - Controlled Entry Addition and Alterations

Statement of Probable Project Costs

4/19/17	7/20/17	11/27/17	3/27/18	6/22/18	Compl.	Aug 2020	BID Date	Nov, 2019
Construction Costs								
								\$ -
						4,000 sf	296.50	\$ 1,186,000
						1,750 sf	156.57	\$ 274,000
								\$ -
								\$ 143,000
Construction Subtotal								\$ 1,603,000
Other Costs								
								\$ 197,000
							5%	\$ 80,000
							5%	\$ 80,000
							10%	\$ 153,000
Other Cost Subtotal								\$ 510,000
Total Project Costs								\$ 2,113,000

Other Factors to Consider:

Hazardous Material Clean-up Costs
 Legal / Interest Costs, and Special Construction Services

Greenvale Park Elementary School- As described in Section 3 above, Greenvale Park Elementary has significant needs related to how its current design aligns with the instructional practices now in place in the Northfield Elementary schools' instructional programs. When coupled with current and anticipated student growth, the decision made by the Board is to re-purpose the school to accommodate programs currently located at Longfellow school and construct a new K-5 elementary school on the current / site. Plans for the repurposing of the school as well as the location of the new school are shown below.

Greenvale Park – Conversion to E.C. / Community Service Center / New Elementary School

Northfield
ISD #659

NEW ELEMENTARY SCHOOL

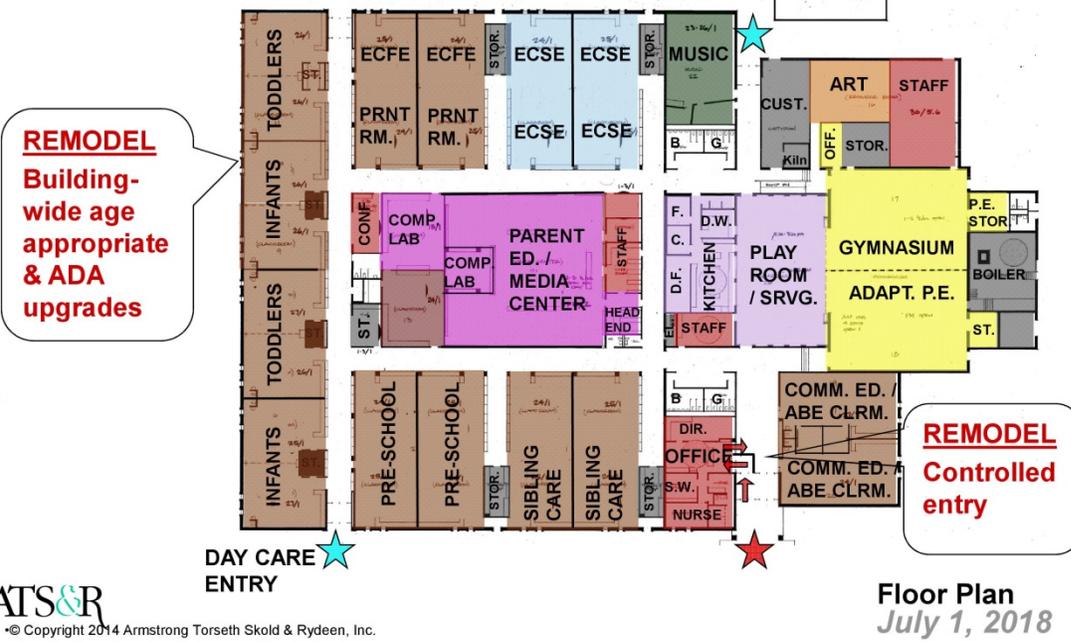
90,000 s.f.
600 Stud. (K-5)
150 sf / student
21 Acres
Estimated cost \$ 27.6 M



Greenvale Park – Conversion to E.C. / Community Service Center

Northfield
ISD #659

+/- \$0.86 M Project Cost



ATS&R
© Copyright 2014 Armstrong Torseth Skold & Rydeen, Inc.

Floor Plan
July 1, 2018

Anticipated Project Costs (Note: Bid dates and completion dates are shown in the table)-

Northfield - Greenvale Park - Early Childhood / Community Center - Alterations

Statement of Probable Project Costs

4/19/17	7/20/17	11/27/17	3/27/18	6/22/18	Compl.	Aug 2020	BID Date	Nov, 2019
Construction Costs								
								\$ -
						- sf		\$ -
						8,500 sf	75.29	\$ 640,000
								\$ 6,000
								\$ -
Construction Subtotal								\$ 646,000
Other Costs								
								\$ 79,000
							5%	\$ 32,000
							5%	\$ 32,000
							11%	\$ 70,000
Other Cost Subtotal								\$ 213,000
Total Project Costs								\$ 859,000
Other Factors to Consider:								
Hazardous Material Clean-up Costs								
Legal / Interest Costs, and Special Construction Services								

Northfield - New Elementary School K-5 (600 students)

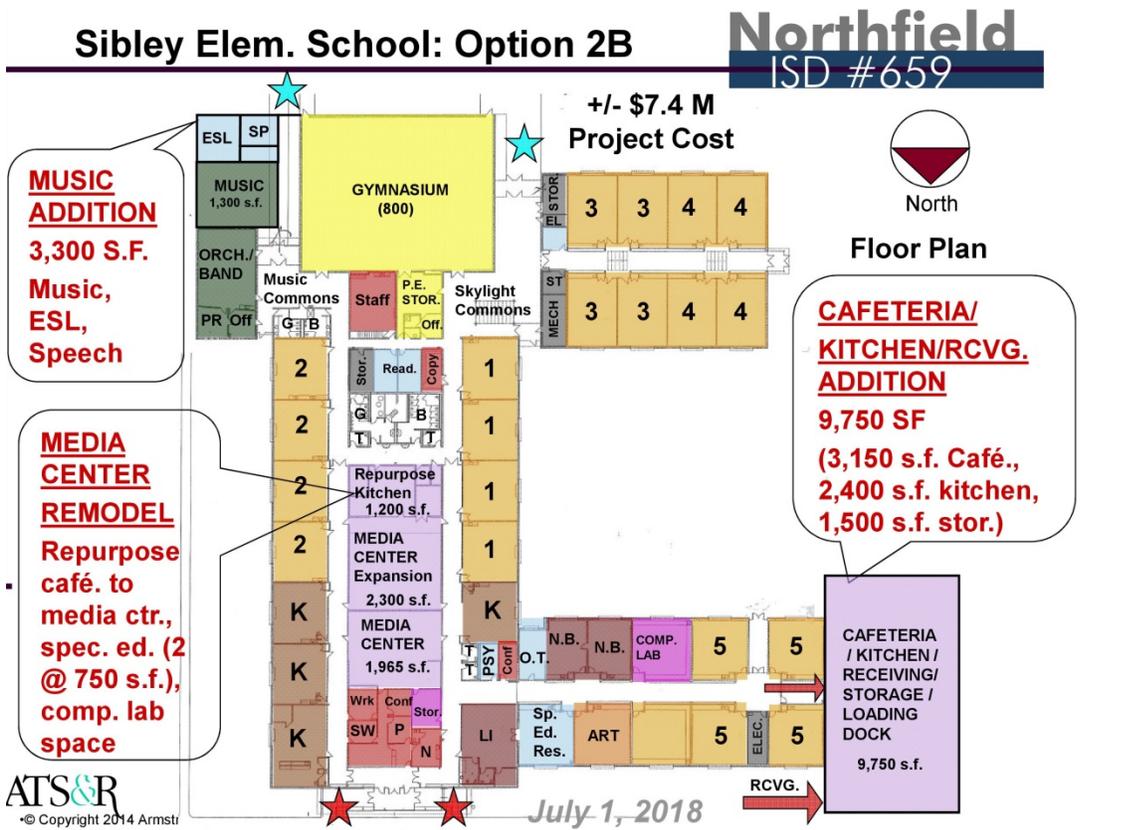
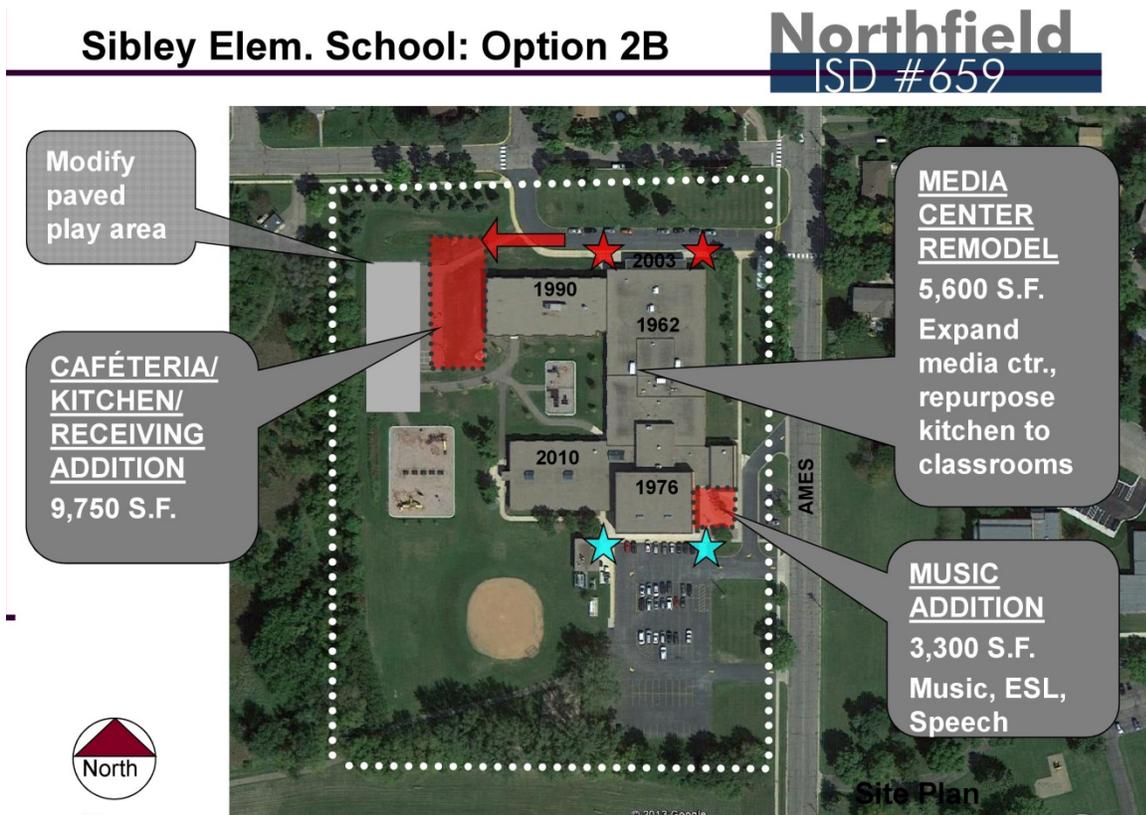
Statement of Probable Project Costs

4/19/17	7/20/17	11/27/17	12/1/17	3/27/18	6/22/18	Compl.	Aug 2020	BID Date	Jun, 2019
Construction Costs									
							90,000 sf	217.61	\$ 19,585,000
								\$ -	
								\$ -	
								\$ -	
								\$ 2,429,000	
Construction Subtotal									\$ 22,014,000
Other Costs									
								\$ 2,297,000	
							5%	\$ 1,101,000	
							5%	\$ 1,101,000	
							5%	\$ 1,106,000	
Other Cost Subtotal									\$ 5,605,000
Total Project Costs									\$ 27,619,000
Other Factors to Consider:									
Hazardous Material Clean-up Costs									
Legal / Interest Costs, and Special Construction Services									

(Note: The New Greenvale Park Elementary School Space Program is included as Attachment 1 to the Review and Comment.)

Sibley Elementary School - As noted in Section 3 of this report, Sibley Elementary's current layout does not provide adequate space for its music program. In addition, the current location of its kitchen and cafeteria are inefficient. The media center is inadequate in size for its current multiple uses including the incorporation of technology. The additions and alterations will address these deficiencies as well as provide additional instructional space for special education and

English Learners. Below are illustrations that show the intended modifications that will be made to this school as a result of a successful bond levy.



Anticipated Project Costs (Note: Bid dates and completion dates are shown in the table)-

ATS&R Planners, Architects, Engineers

Northfield - Sibley Elementary - Music and Cafeteria/Kitchen/Rcvg./Storage Additions and Media Center Alter

Statement of Probable Project Costs

4/19/17	7/20/17	11/27/17	12/1/17	3/27/18	6/22/18	Compl.	Aug 2020	BID Date	Nov, 2019	
Construction Costs										
Construction - New Building									\$	-
Construction - Addition							13,053 sf	301.32	\$	3,933,000
Alterations / Upgrades							5,736 sf	203.63	\$	1,168,000
Deferred Maintenance - HVAC									\$	-
Site Development									\$	502,000
Construction Subtotal									\$ 5,603,000	
Other Costs										
Services / Fees / Testing / Permits									\$	654,000
Furniture Fixtures Equipment								5%	\$	280,000
Technology (Infra structure / Equipment)								5%	\$	280,000
Contingency								10%	\$	565,000
Other Cost Subtotal									\$ 1,779,000	
Total Project Costs									\$ 7,382,000	

Other Factors to Consider:

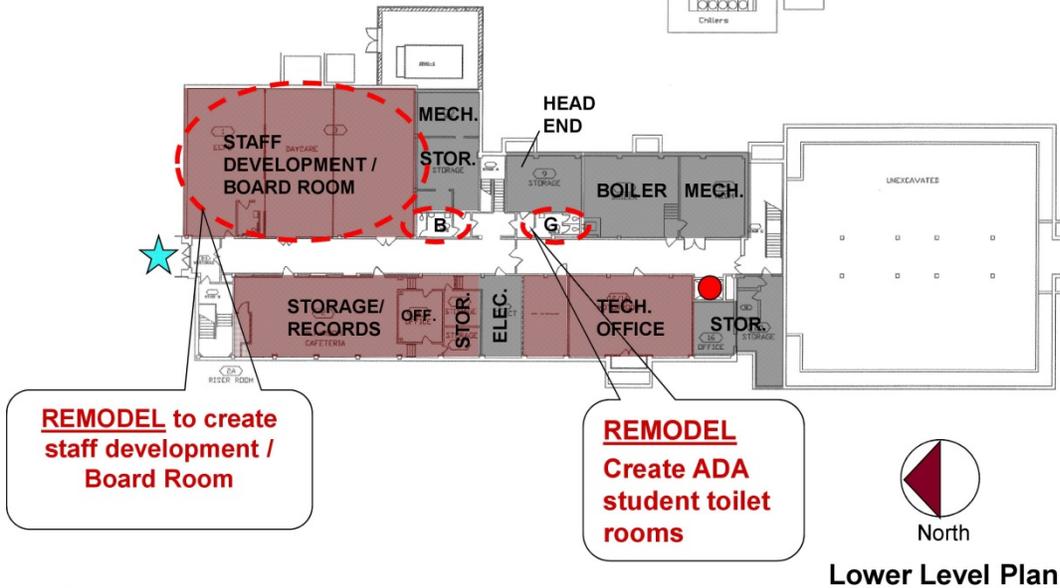
- Hazardous Material Clean-up Costs
- Legal / Interest Costs, and Special Construction Services

Longfellow School- As noted in this section’s description of the Greenvale Park Elementary School’s repurposing plan, all programs currently using the Long Fellow space will be located in the renovated Greenvale Park school. Longfellow School will be repurposed to accommodate the district office that is currently located in the High School. The ALC will remain in Longfellow, but in upgraded spaces. The illustrations below show the nature and scope of the planned renovations.

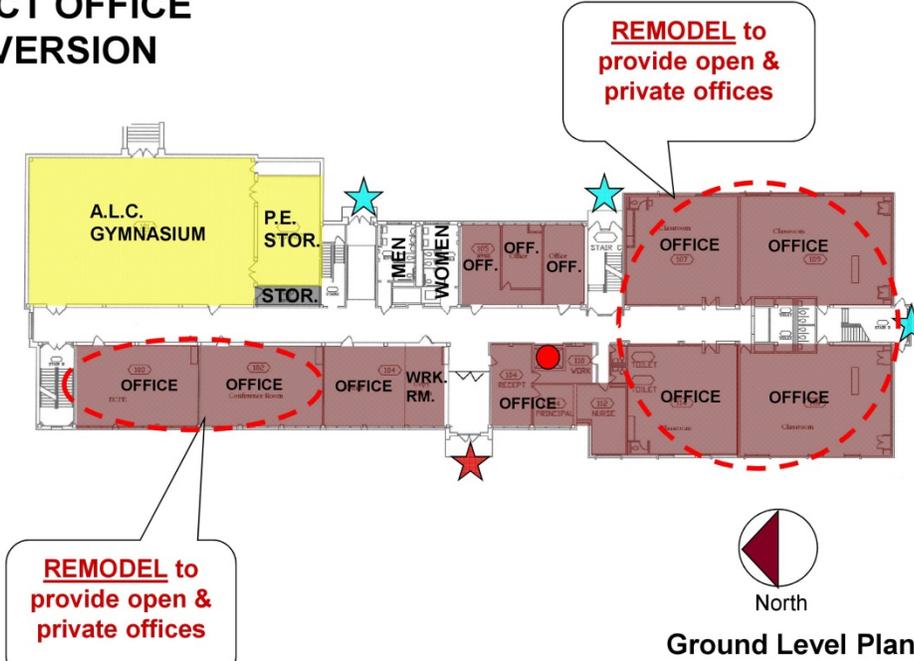


**DISTRICT OFFICE
CONVERSION**

+/- \$0.84 M
Project Cost



DISTRICT OFFICE
CONVERSION



© Copyright 2014 Armstrong Torseth Skold & Rydeen, Inc.

Ground Level Plan

July 1, 2018

Anticipated Project Costs (Note: Bid dates and completion dates are shown in the table)-

ATS&R Planners, Architects, Engineers

Northfield - Longfellow - District Office / ALC - Alterations / Parking

Statement of Probable Project Costs

4/19/17	7/20/17	11/27/17	3/27/18	6/22/18	Compl.	Aug 2020	BID Date	Nov, 2019	
Construction Costs									
Construction - New Building							\$	-	
Construction - Addition						- sf	#DIV/0!	\$	-
Alterations / Upgrades						4,550 sf	87.47	\$	398,000
Deferred Maintenance - HVAC								\$	-
Site Development								\$	227,000
Construction Subtotal								\$ 625,000	
Other Costs									
Services / Fees / Testing / Permits							\$	82,000	
Furniture Fixtures Equipment							5%	\$	31,000
Technology (Infra structure / Equipment)							5%	\$	31,000
Contingency							11%	\$	68,000
Other Cost Subtotal								\$ 212,000	
Total Project Costs								\$ 837,000	

Other Factors to Consider:

- Hazardous Material Clean-up Costs
- Legal / Interest Costs, and Special Construction Services

Operating Costs

This project proposal calls for additional square footage in the form of one new elementary school, additions to Bridgewater and Sibley Elementary Schools, as well as the relocation of Early Childhood and Adult Basic Education programs from a leased facility to the repurposed Greenvale Park Early Childhood / Community Center. Operating costs for heating, cooling, electrical operations, etc. and maintenance costs have been analyzed and estimated for the proposed projects by District administration and the architects/engineers. The change in yearly operating costs to the District are calculated based on historical/projected costs per square foot and District policy for maintenance personnel salaries and summarized in estimates below:

Operating Costs Summary Estimate

New Elementary School on Greenvale Park Campus 90,000 SF x \$4.50/SF	= \$405,000
Bridgewater Elementary School 4,000 SF addition x \$4.50/SF	= \$18,000
Sibley Elementary School 13,050 SF addition x \$4.50/SF	= <u>\$58,725</u>
Overall addition in operating expenses	= \$481,725

5. Specification of the Source of Financing the Project

In accordance with MS 123B.71, the following information was developed and prepared by Ehlers, the District's financial advisors ISD #659 intends to ask voters to authorize the issuance of school building bonds in a referendum to be held Tuesday, November 6, 2018. General Obligation School Building Bonds will provide the source of the financing, as authorized under Minnesota Statutes section 123B.02 and 475, and will pay for the school building improvements and new building along with the costs of issuing the debt. Bond proceeds would also be used to finance an estimated \$2.6 million in interest due on the bonds in fiscal years 2020 and 2021, in order to keep the district's overall debt tax rates for 2019 and 2020 consistent with the rates in later years. The School Board, upon receiving approval, intends to issue this debt in the winter of 2019, with the final maturity estimated to be in 2039, resulting in a term of approximately 20 years.

The following pages include three tables prepared by Ehlers:

1. Estimated Sources and Uses of Funds for the project.
2. An estimated schedule of payments, tax levies, and tax rates for the district's existing debt and the proposed new debt.
3. The estimated tax impact on property owners in the district for taxes payable in 2019.

Based on current state aid formulas, Ehlers estimates that the district would not qualify for state debt equalization aid with the issuance of the proposed bonds.

PRELIMINARY INFORMATION - FOR DISCUSSION ONLY

Northfield School District No. 659

Estimated Sources and Uses of Funds for Building Bonds
July 23, 2018

Estimated Project Cost	\$38,810,000
Bond Amount	\$40,975,000
Election	11/6/2018
Number of years	20
Dated Date of Bonds	2/1/2019
Sources of Funds	
Par Amount	\$40,975,000
<u>Estimated Investment Earnings*</u>	<u>477,995</u>
Total Sources	\$41,452,995
Uses of Funds	
Allowance for Discount Bidding	\$0
Capitalized Interest**	2,600,000
Estimated Legal and Fiscal Costs#	135,386
Net Available for Project Costs	38,717,609
Total Uses	\$41,452,995

* Estimated investment earnings are based on an average interest rate of 1.5% and an average life of 1 year.

** The district would pay some or all of the first two years of interest on the bonds from bond proceeds, in order to keep overall debt service tax rates relatively level over time.

Includes fees for financial advisor, bond counsel, rating agency or agencies, paying agent, and county certificates.

Northfield School District No. 659

Estimated Payments and Tax Levies for Existing Debt and Proposed New Debt

**\$40,975,000 Building Program
November 2018 Election; 20 Years
Wrapped Around Existing Debt**

Principal Amount:	\$40,975,000
Dated Date:	2/1/2019
Avg. Interest Rate:	3.90%

July 23, 2018

Levy Pay.	Fiscal Year	Tax Capacity Value ¹ (\$000s)	Existing Commitments					Proposed New Debt				Combined Totals				
			Building Bonds ²	Alt. Fac	Est. Debt Excess ³	Net Levy	Tax Rate	Principal	Interest	Est. Debt Excess ³	Adjusted Debt Levy	Adjusted Debt Levy	State Debt Aid	Net Levy	Tax Rate	
2018	2019	27,755	5.5%	4,660,943	1,004,745	(290,602)	5,375,086	19.37	-	-	-	-	5,375,086	-	5,375,086	19.37
2019	2020	28,865	4.0%	4,659,053	1,044,330	(300,281)	5,403,102	18.72	-	1,598,025 ⁴	328,676	5,731,778	-	5,731,778	19.86	
2020	2021	29,154	1.0%	4,661,468	1,089,060	(256,652)	5,493,876	18.84	-	1,598,025 ⁴	297,176	5,791,052	-	5,791,052	19.86	
2021	2022	29,446	1.0%	2,415,728	1,132,530	(258,774)	3,289,485	11.17	835,000	1,598,025	2,554,676	5,844,161	-	5,844,161	19.85	
2022	2023	29,446	0.0%	2,643,664	1,179,990	(159,672)	3,663,982	12.44	625,000	1,565,460	(114,960)	2,185,023	5,849,005	-	5,849,005	19.86
2023	2024	29,446	0.0%	2,655,096	1,226,085	(172,064)	3,709,116	12.60	590,000	1,541,085	(98,326)	2,139,313	5,848,429	-	5,848,429	19.86
2024	2025	29,446	0.0%	-	1,354,815	(174,653)	1,180,162	4.01	915,000	1,518,075	(96,269)	2,458,460	3,638,622	-	3,638,622	12.36
2025	2026	29,446	0.0%	-	-	-	-	-	2,050,000	1,482,390	(110,631)	3,598,379	3,598,379	-	3,598,379	12.22
2026	2027	29,446	0.0%	-	-	-	-	-	2,180,000	1,402,440	(161,927)	3,599,635	3,599,635	-	3,599,635	12.22
2027	2028	29,446	0.0%	-	-	-	-	-	2,265,000	1,317,420	(161,984)	3,599,557	3,599,557	-	3,599,557	12.22
2028	2029	29,446	0.0%	-	-	-	-	-	2,350,000	1,229,085	(161,980)	3,596,059	3,596,059	-	3,596,059	12.21
2029	2030	29,446	0.0%	-	-	-	-	-	2,440,000	1,137,435	(161,823)	3,594,484	3,594,484	-	3,594,484	12.21
2030	2031	29,446	0.0%	-	-	-	-	-	2,540,000	1,042,275	(161,752)	3,599,637	3,599,637	-	3,599,637	12.22
2031	2032	29,446	0.0%	-	-	-	-	-	2,635,000	943,215	(161,984)	3,595,142	3,595,142	-	3,595,142	12.21
2032	2033	29,446	0.0%	-	-	-	-	-	2,740,000	840,450	(161,781)	3,597,691	3,597,691	-	3,597,691	12.22
2033	2034	29,446	0.0%	-	-	-	-	-	2,845,000	733,590	(161,896)	3,595,623	3,595,623	-	3,595,623	12.21
2034	2035	29,446	0.0%	-	-	-	-	-	2,955,000	622,635	(161,803)	3,594,714	3,594,714	-	3,594,714	12.21
2035	2036	29,446	0.0%	-	-	-	-	-	3,070,000	507,390	(161,762)	3,594,497	3,594,497	-	3,594,497	12.21
2036	2037	29,446	0.0%	-	-	-	-	-	3,190,000	387,660	(161,752)	3,594,791	3,594,791	-	3,594,791	12.21
2037	2038	29,446	0.0%	-	-	-	-	-	3,315,000	263,250	(161,766)	3,595,397	3,595,397	-	3,595,397	12.21
2038	2039	29,446	0.0%	-	-	-	-	-	3,435,000	133,965	(161,793)	3,585,620	3,585,620	-	3,585,620	12.18
2039	2040	29,446	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-
2040	2041	29,446	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-
2041	2042	29,446	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-
2042	2043	29,446	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-
2043	2044	29,446	0.0%	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals				21,695,953	8,031,555	(1,612,698)	28,114,809		40,975,000	21,461,895	(2,524,189)	60,304,551	88,419,360	-	88,419,360	

- 1 Tax capacity value for taxes payable in 2018 is the actual figure. Estimates for future years are based on the percentage changes as shown above.
- 2 Initial debt service levies (prior to subtracting debt equalization aid) are set at 105 percent of the principal and interest payments during the next fiscal year.
- 3 Debt excess adjustment for taxes payable in 2018 is the actual amount and for 2019 is a preliminary estimate based on the debt service fund balance as of June 30, 2017. Debt excess for future years is estimated at 4.5% of the prior year's initial debt service levy.
- 4 These estimates assume that a portion of the payments due during fiscal year 2020 and 2021, estimated at \$1,285,000 and \$1,315,000, would be made from funds on hand or bond proceeds.



Northfield School District No. 659

**Analysis of Tax Impact for Potential Bond Issue
November 6, 2018 Election**

July 23, 2018

Estimated Project Costs	\$38,810,000
Bond Issue Amount	\$40,975,000
Number of Years	20
Estimated Capitalized Interest	\$2,600,000
Estimated Total Tax Levies Over 20 Years	\$60,304,551
Estimated Debt Service Tax Rate Payable in 2019*	
Existing Debt Only	18.72%
With Proposed New Issue	<u>19.86%</u>
Estimated Tax Capacity Rate Change	1.14%

Type of Property	Estimated Market Value	Estimated Annual Impact on Taxes Payable in 2019*
Residential Homestead	\$100,000	\$8
	125,000	11
	150,000	14
	175,000	18
	200,000	21
	250,000	27
	300,000	33
	350,000	39
	400,000	45
Commercial/ Industrial +	500,000	105
	1,000,000	219
	2,000,000	447
Agricultural Homestead** (average value per acre of land & buildings)	\$4,000	\$0.14
	5,000	0.17
	6,000	0.21
	7,000	0.24
Agricultural Non-Homestead** (average value per acre of land & buildings)	\$4,000	\$0.27
	5,000	0.34
	6,000	0.41
	7,000	0.48
	8,000	0.55

* Estimated tax impact includes principal and interest payments on the new bonds. The figures in the table are based on school district taxes for bonded debt levies only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the homeowner's Homestead Credit Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net effect of the proposed bond issue for many property owners.

+ For commercial-industrial property, the tax impact estimates above are for property in Rice and Goodhue counties. For commercial-industrial property in Dakota county, the tax impact would be less than shown above, due to the impact of the Twin Cities Fiscal Disparities program.

** For agricultural property, estimated tax impact includes 40% reduction due to the School Building Bond Agricultural Credit. Average value per acre is the total estimated market value of all land & buildings divided by total acres. Homestead examples exclude the house, garage, and one acre, which has the same tax impact as a residential homestead.

6. Documentation of District Compliance

i) Governing Municipal Contracts

The Independent School District #659 and the District's professional service provider ATS&R Planners/Architects/Engineers recognize and are bound by all applicable provisions set forth in Minnesota Statute 471.345 Minnesota Uniform Contracting Law through all phases of this project.

ii) Sustainable Design

The Northfield Public School District and its administration are strongly committed to incorporating renewable resources and innovative, sustainable design concepts into the design of this project.

In order to follow through on this commitment, the District expects to implement a design process that requires innovative thought from conception through construction. Subsequently, the proposed project scope will include materials and systems that are energy efficient, environmentally responsible, and economically affordable.

Over the course of the project, the following design concepts and strategies will be utilized by ATS&R architects and engineers as a means of ensuring the attainment of sustainability and environmental goals.

1. Conserve Energy and Natural Resources- With the systems to be incorporated into the new building, and material and system choices selected for other project scope components, the project team will seek to enhance the indoor environment, conserve energy and make use of renewable resources through the use of new technology. Specially, the new buildings will use energy efficient systems and components for the HVAC and Electrical (lighting and controls) systems. In addition, consideration will be given to the implementation of other 'green and lean' design concepts. Finally, for all other building components, selection of materials and system will be based upon life-cycle cost analysis.
2. Minimize Project Construction Waste- Following standards set forth by agencies such as the USGBC, contractors for the proposed project will be asked to follow guidelines to minimize construction related waste. This will include sorting and recycling appropriate materials and waste, designing toward balanced sites, and minimizing process-related environmental waste.
3. Optimize Maintenance and Operating Costs- Through the implementation, use, and integration of new technologies and materials, the project team will work to minimize the operational requirements of new systems while maximizing efficiencies. Systems and material choices will be based upon life-cycle payback to include evaluation of first costs, operating and maintenance costs, and life expectancy.

The Northfield School District and its architects and engineers will strive to utilize the above noted strategies in their commitment to fully utilize environmentally sustainable school facility design concepts whenever possible and appropriate for this project.

iii) School Facility Commissioning Related to HVAC and ASHRAE Standards

As architects and engineers for this project, ATS&R ensures that the design of the ventilation system for the project will meet and/or exceed current building code requirements and ASHRAE standards for indoor air quality as well as filtration. The project design will also incorporate a means to monitor outdoor air and total airflow of all ventilation systems. In addition, all systems will be commissioned as required under M.S. 123B.72 School Facility Commissioning.

iv) American National Standards Institute Acoustical Performance Criteria

ATS&R's architects and engineers will consider the American National Standards Institute's S12.60 Classroom Acoustics Standards in the design of the new EC-12 school building for maximum background and noise levels and reverberation times. To this end, it will be their intention to include the following design concepts into the proposed project.

- Building enclosures, interior partition walls, and doors and window systems will be designed to provide appropriate sound isolation from both exterior and adjacent spaces.
- The design and installation of mechanical and electrical system will be completed in such a manner to ensure that recommended ambient noise levels are not exceeded throughout the various frequency ranges.
- The design and installation of interior finishes and acoustical treatments as appropriate will be completed in such a manner that ensures low sound reverberation levels while increasing speech clarity.

v) State Fire Codes

The Northfield Public Schools and the District's professional service provider ATS&R recognize and are bound by the applicable provisions set forth by the International Fire Code adopted by the International Code Council and those applicable provisions found in Minnesota Rules Chapter 7511.

vi) Governing Building Codes

The Northfield Public Schools and the District's professional service provider ATS&R recognize, and are bound by, all applicable provisions set forth in Minnesota Statute 326B Construction Codes and Licensing through all phases of this project.

vii) Consultation with Affected Governing Codes

The District has been working collaboratively with the community of Northfield to ensure all facility modifications and new facilities can be supported by the existing infrastructure. Because the project is both additions to, and modifications of, the existing school buildings, it is already supported by nearby local infrastructure (roads and utilities). Both new buildings will be constructed on existing school sites; requiring no significant infrastructure change. However, it should be noted that the total cost allocated for this project includes allowances for expenses such as the construction of drives, sidewalks and other possible access requirements as deemed necessary.

Attachment 1

New Greenvale Park Elementary School Space Program

This Page is Blank on Purpose

Northfield Public Schools - I.S.D. #659
New Greenvale Park Elementary School - 600 Student Capacity

SPACE PROGRAM		23	Classrooms	5	Kindergarten	148 S.F./Student	
		<i>No. of rooms</i>		<i>Planning Criteria</i>		<i>Total Net SF</i>	
				<i>New</i>		<i>90,000</i>	
CLASSROOMS							
19 Pre K (all day)	-	1,200	-			grade K	95
19 Pre K (1/2 day)	-	1,200	-			grade 1	105
19 Kindergarten Rooms (all day)	5	900	4,500			grade 2	105
19 Kindergarten Rooms (1/2 day)	-	900	-			grade 3	105
21 Classrooms (grades 1 - 3)	15	900	13,500			grade 4	100
25 Classrooms (grades 4 and 5)	8	900	7,200			grade 5	100
Cluster FTLA Areas (Flexible Teaming Areas)	4	800	3,200				
Cluster Staff Planning Areas	4	200	800				
Cluster Storage Supplies	4	100	400				
			29,600	29,600			610 Students
SUPPORT SPACES							
Media Center	1	3,000	3,000				
Support / Technology Head end room	1	200	200				
Computer Lab	2	800	1,600				
Administration / Nurse / Prin. / S.W.	1	2,500	2,500				
Conference Room	1	300	300				
Staff Dining / Workroom	1	800	800				
Art	1	1,000	1,000				
Art Storage	1	200	200				
Music	1	1,000	1,000				
Music Office	1	150	150				
Band	1	1,300	1,300				
Band Office / Practice (small group)	2	125	250				
Cafeteria	1	3,050	3,050	15	3,050	203	
Kitchen / Prep	1	1,000	1,000				
Kitchen Support	1	800	800				
Receiving Area / Storage	1	500	500				
Large Group Meeting (share with cafe if avail)	-	1,200	-				
Before / After School Office	-	150	-				
Before / After School Storage	-	200	-				
			17,650	17,650			
P.E. GYMNASIUM							
P.E. Gymnasium	2	4,000	8,000	50 x 70 = 3500 sf			
Bleachers (200 seats)	-	300	-				
P.E. storage	1	400	400				
P.E. Office	1	150	150				
			8,550	8,550			
SPECIAL SERVICES							
Math Corp	1	200	200				
Read 180	1	450	450				
Reading Corp	1	200	200				
Psych./ OT / Counselor	3	150	450				
LD classroom (Resource) - 1 teacher	1	450	450				
LD classroom (Resource) - 2 teachers	-	900	-				
Title I / Basic Skills	4	450	1,800				
Speech	1	150	150				
ESL	1	200	200				
DHH	1	300	300				
Conference Room / Small Group	-	300	-				
EBD Classroom	-	900	-				
			4,200	4,200			
			-	60,000			
Circulation/Structure/ Mechanical/Toilets/Other		1.5		90,000	148		sf/st

ATS&R Copyright © 2017