

MANCHESTER SHORTSVILLE CSD – FIVE YEAR CAPITAL FACILITIES PLAN EXECUTIVE SUMMARY

SED's principal focus for the Five Year Capital Facility Plan is the preservation of existing school-owned (public) facilities and the resolution of health /safety issues. SED's intent of the five year plan is to assist districts with identifying essential projects and prioritization of those types of projects. Failing and/or aging building systems and safety items are first priority items and no other projects should be advanced for other reasons.

After field inspection and analysis of the conditions, the Manchester-Shortsville Central School District's plan has been aligned with NYSED's focus. Manchester Shortsville CSD's greatest facility needs are in conforming to current safety and health standards, and reinvesting their capital resources in ways that secure the long-term integrity of the buildings and grounds.

MSCSD's capital projects over the last forty years have added substantial program area to the facility. The consolidation of all school buildings into the single campus, and the inclusion of the BOCES program has been the largest portion of capital project work since the construction of the original High School building.

A much smaller portion of the projects dealt with the replacement or reconstruction of aging building systems. The age of many building systems is approaching or beyond their life expectancy.

The next series of capital projects should focus on the correction of all health and safety issues and the replacement and renewal of key building systems.

RESOURCE PLANNING

SED references the Building Owners and Managers Association (BOMA) as a resource in providing guidance to capital replacement budgeting and operations budgeting. BOMA recommends allocating 1% times the value of capital replacement of a facility per year for 'Capital Reconstruction' budget planning. For the instructional complex alone, this methodology would suggest a projected budget of \$400,000 - \$500,000/year, for a 5 year recurring project cycle cost basis of 2 to 2.5 million dollars. (approximately 230,000 sf at \$200/SF replacement value: \$46M replacement value). Sitework, bus garage and other accessory buildings add to the overall facility replacement cost and were not included in the above calculation.

RECOMMENDATIONS

The current Manchester-Shortsville District Capital Reserve Fund of \$1 million can be leveraged into a project with building aid. The accompanying debt service will need to be planned by the district.

The project list (see section “Project Prioritization”) has been prioritized utilizing the following basis:

- Priority 1: all projects deemed necessary due to health, safety or welfare deficiencies, an immediate concern to the building envelope, or an essential system failure.
- Priority 2: all projects categorized as exceeding useful life and requiring replacement or; operational or program items deemed essential.
- Priority 3: projects that are beyond their useful life and still function; however, should be planned for capital improvement within the next 5 years.
- Priority 4: projects that are due for replacement or program additions that currently function and may function for more than 5 years or; program needs that are not an essential priority.
- Priority 5: projects that have been identified and are expected to function adequately beyond the next 5 years. These projects may have an impact to program or energy, but have been identified as non-essential comparative to priorities 1, 2, 3 or 4 at this time.

Careful prioritization of all discretionary work will have to be made based on project consolidation possibilities and related packaging efficiencies. Some aging system replacements may need to be deferred until a subsequent project.

Priorities 1 through 3 include work that should be planned for the next 5 years and includes educational space renovations and replacement of aging systems. The total of those priorities is \$9M to \$10M. Completion of these items would place the district in a position to reduce maintenance on many of the aging systems and reap the benefits that current space standards offer including their contribution to effective teaching environments.

Priorities 1 and 2 would complete the work of replacing aging systems and provide some program enhancements. This work will address life safety issues and assist in reducing some of the maintenance costs that are required as systems age. The total of these projects is \$6.1M.

Life cycle replacement costs (aging systems) for the facility are currently exceeding \$5 million dollars. This figure is in line within the referenced BOMA standards referenced in the resource planning section of this summary and represents an accrual of capital needs over the past 10 years. After completion of the current projects scheduled, the district should also plan to replenish reserves in line with recommended capital asset planning to continue to maintain the

value, safety, and operating efficiency of the facility. In addition, the district should replenish the capital reserve to offset costs associate with future projects. This will assist in the elimination of deferred life cycle costs in the future.

The recommended series of project cycles that include the authorization, design, and construction of well integrated construction scope are as follows:

Project Cycle 1 – 2011/2012 (\$4M to \$6M)

Complete all of the preemptive SED mandated safety and health issues; these same items must be resolved as part of any future capital project advancement. Life safety work are often included in this scope as aggressive code changes trigger remedial action required by SED. These items have been included in the Priority 1 projects and consist of emergency exiting requirements, prevention of the passage of smoke, fire and smoke alarms, hazard detection, emergency lighting and exit signage, and certain accessibility requirements.

With health and safety at the top of SED's priorities, the district must expedite resolution of all retroactive and current health and safety requirements. Handicapped accessibility to and within all unique spaces should also be provided.

This first project cycle should also complete all the Priority 2 work items, and may include a small portion of carefully selected Priority 3 projects that create effective packaging of contracts within the available funds.

Project Cycle 2 – 2013/2014 (\$2.5M to \$5M)

Complete the balance of all work required to replace or reconstruct the identified aging existing building systems identified as Priority 3 and some Priority 4 projects. Projects should be organized for effective packaging for the construction trades, the location and size of work areas, and scale of the contracts. Include the highest value elective projects from the current list or well validated emerging needs.

Project Cycle 3 – 2015/2016 (\$4M to \$6M)

Perform newly emerging capital reconstruction needs (reference BOMA capital resource planning reference above) and validated program improvements (Priority 4 and Priority 5) to the facility.

CONCLUSION

The district has approximately \$1M in capital reserve. This funding should be leveraged to a capital project that the district and public can support and to offset the debt service required to

implement a bond. The districts aid of approximately 80% will significantly contribute to a capital project that is feasible and achievable.

Project selection should be considered first on its impact to maintaining the overall existing facility which will reduce operating cost and inherently enhance the educational program. A cycle of projects as recommended above may be one of the best approaches in moving forward with manageable capital expenditures in consideration of the current economic trends.

Implementation of this plan will assist the district in managing unforeseen costs, address life safety issues and apply timely renovations to keep the facility and its program in its best light.