



COMMUNITY PRESERVATION ACT

Town of Sudbury

Application for CPA Funding

Please email PDF application to:
PoteatR@sudbury.ma.us

Applications may also be dropped off or mailed to:
Community Preservation Coordinator
278 Old Sudbury Road, Sudbury, MA 01776

Project Title _____ **Date Submitted** _____

Applicant/Contact Person (please print) _____

Signature _____

Staff person/Responsible party _____

Email _____ **Telephone** _____

Estimated Completion Date _____

Total Cost of Project _____ **CPA Funds Requested** _____

CPA Eligibility (refer to the chart on page 4)

Please select the category and purpose of your project:

CPA Category:

- ☐ Community Housing
- ☐ Historic Preservation
- ☐ Open Space & Recreation

CPA Purpose:

- ☐ Acquisition
- ☐ Creation
- ☐ Preservation
- ☐ Support
- ☐ Rehabilitation & Restoration

For more information of the factors and considerations used by the Community Preservation Committee used to prioritize projects, please refer to the General Considerations summary (on pages 5-6).

<https://sudbury.ma.us/cpc/>

PROJECT DESCRIPTION: Provide answers to the questions listed below. A complete application must provide all relevant requested information. Include supporting materials and exhibits as needed.

1. Goals: What are the specific objectives of the proposed project? Who will benefit and how?

2. Community Need: Why is this project needed? Does it address needs identified in existing Town or regional plan, by committees/board, or needs raised in community discussions? Will the project serve multiple needs or populations?

3. Community Support: Which Town Boards/Committees/Departments or community organizations have you consulted/collaborated.

4. Budget: What is the total budget for the project and how will CPA funds be spent? Provide written estimates to substantiate proposed costs. Include a multi-year budget, if appropriate. (NOTE: CPA funds may NOT be used for general maintenance purposes.)

5. Funding: What other funding sources are committed or under consideration? Include any commitment letters or describe other efforts to secure funding for this project.

6. **Timeline:** What is the schedule for project implementation? Include a timeline for critical elements: procurement, groundbreaking, expenditures, and estimated project completion.
7. **Urgency:** Is there urgency to the completion of this project? What are the ramifications if the project is delayed and/or not completed?
8. **Implementation:** Who will be responsible for implementing the project? Who will manage the project? Does the proposed project manager have relevant experience? Who else will be involved in project implementation and what arrangements have been made with them?
9. **Maintenance:** If maintenance is required, who will be responsible and how will it be funded?

ADDITIONAL INFORMATION: Provide the following additional information, if applicable.

10. **Further Documentation:** Provide feasibility reports, renderings, map location, and other relevant studies and materials. Photos, detailed design renderings, relevant or comparable projects and supporting documents such as historic structural and existing conditions reports, also will be helpful in defining the parameters of your project.
11. **Other Information:** Include any additional information that might benefit the Community Preservation Committee in the evaluation of this project.
12. **Applicants with multiple requests:** Please prioritize your proposals.

Grant recipients are required to acknowledge the Community Preservation Act in press releases, publicity materials, news, and written or oral announcements about work supported with CPA funds. Additionally, the CPC requires signage in the form of a sign or plaque affixed on or adjacent to CPA-funded work as approved by the CPC when possible. The CPC will fund and supply the signage in consultation with the Applicant.

Conflict of Interest: The CPC is governed by Massachusetts General Law Chapter 268A Conflict of Interest Law, which regulates the standards of conduct of all state, county and municipal employees and volunteers, whether paid or unpaid, full or part-time, intermittent or temporary.

1. Goals: What are the specific objectives of the proposed project? Who will benefit and how?

The goal of the proposed project is to rehabilitate the deteriorated playground surfacing and adjacent pavement at the Josiah Haynes Elementary School and install a new shade structure to create a safe, accessible, durable, climate-resilient, and inclusive outdoor recreation area that complies with current safety and accessibility standards.

Specific objectives include fully removing and replacing the failed poured-in-place safety surfacing, providing an overlay of the deteriorated adjacent asphalt pavement, investigating underlying subsurface conditions and improving drainage where necessary, eliminating uneven surfaces and tripping hazards, improving accessibility, and restoring safe and reliable access to the playground equipment and surrounding play areas.

The project will also include the installation of a shade structure over a portion of the playground. As Massachusetts experiences rising average temperatures and more frequent periods of extreme heat, providing shade at outdoor recreational facilities is increasingly important. The shade structure will provide students with relief from direct sunlight and high surface temperatures, creating a more comfortable outdoor environment and increasing opportunities for safe playground use during warmer weather. In addition to benefiting playground users, reducing prolonged direct sunlight and ultraviolet exposure to the new poured-in-place surfacing is expected to reduce heat and weather-related deterioration and help extend the useful life of the Town's investment in the new safety surface.

The project will primarily benefit Haynes Elementary School students, including children with disabilities and mobility limitations, by providing a safer, more accessible, comfortable, and inclusive environment for physical activity, social interaction, and outdoor learning. It will also benefit school staff, families, youth organizations, and members of the broader Sudbury community who use the playground outside of school hours.

By fully replacing the failed poured-in-place surfacing, overlaying the adjacent pavement, addressing underlying drainage conditions where necessary, and incorporating a shade structure in response to increasingly warmer conditions, the project will preserve and enhance an important community recreational asset, expand opportunities for inclusive play, improve climate resiliency, protect the Town's capital investment, and reduce the need for repeated short-term repairs.

2. Community Need: Why is this project needed? Does it address needs identified in existing Town or regional plan, by committees/board, or needs raised in community discussions? Will the project serve multiple needs or populations?

The Josiah Haynes Elementary School playground is an important recreational resource serving students, families, and the broader Sudbury community. The existing asphalt and poured-in-place safety surfaces have failed and require complete replacement. Their deteriorated condition creates uneven surfaces, potential tripping hazards, accessibility concerns, and

limitations on the safe use of the playground. Continued temporary repairs would not address the underlying deterioration or provide a reliable long-term solution. The project responds to the Town's ongoing need to maintain safe, accessible, and inclusive public recreational facilities and to protect its investment in existing community assets. It supports established municipal priorities related to public safety, accessibility, preventive capital maintenance, and the preservation of outdoor recreation opportunities. The project also responds to concerns raised by school personnel, families, and community members regarding the condition and continued usability of the playground. The improvements will serve multiple needs and populations. During the school day, the playground supports physical education, outdoor learning, recess, social development, and the physical and emotional well-being of Haynes Elementary School students. Outside school hours, it is available to families, neighborhood residents, youth organizations, and other members of the Sudbury community. Replacement of the poured-in-place surface will be particularly important for children and visitors with disabilities by improving access to playground equipment and creating a safer, more inclusive environment. By replacing both failed surfaces as one coordinated project, the Town will restore the playground's safety and usability, improve accessibility, reduce the need for repeated short-term repairs, and preserve a valuable community recreation resource for Sudbury's current and future residents.

3. Community Support: Which Town Boards/Committees/Departments or community organizations have you consulted/collaborated.

The Combined Facilities Department has consulted and collaborated with the Sudbury School Committee regarding the condition of the Josiah Haynes Elementary School playground and the need to replace the failed asphalt and poured-in-place safety surfaces. The Combined Facilities Department is responsible for evaluating the existing conditions, developing the proposed scope of work, coordinating cost and project information, and preparing the Community Preservation Act funding application. The School Committee supports efforts to restore the playground as a safe, accessible, inclusive, and durable recreational resource for students, families, and the broader Sudbury community.

4. Budget: What is the total budget for the project and how will CPA funds be spent? Provide written estimates to substantiate proposed costs. Include a multi-year budget, if appropriate.

The total estimated project budget is **\$530,269.19**, and the School is requesting CPA funding for the full project cost. CPA funds will be used for the comprehensive capital rehabilitation of the Josiah Haynes Elementary School playground and adjacent pavement area, including the complete replacement of the failed poured-in-place safety surfacing, site work and drainage improvements, an asphalt overlay of the adjacent pavement, and installation of a new shade structure. CPA funds will be used exclusively for eligible capital improvements and **will not be used for routine or general maintenance.**

The estimated project costs are:

Project Component	Estimated Cost
Poured-in-place playground surface replacement	\$230,539.00
Site work/drainage improvements	\$50,000.00
Pavement overlay — 1,436 SY at \$75/SY	\$107,700.00
Shade structure	\$50,000.00
Construction Subtotal	\$438,239.00
Construction contingency — 15%	\$65,735.85
Subtotal including contingency	\$503,974.85
Escalation — 6%	\$26,294.34
Total Estimated Project Cost	\$530,269.19

The 15% construction contingency is appropriate because demolition of the severely degraded existing poured-in-place safety surfacing may reveal concealed subgrade deterioration, inadequate drainage, or other subsurface conditions that will need to be addressed before installation of the new surface. The contingency provides sufficient flexibility to correct these presently unknown conditions and help ensure the long-term performance of the new playground surfacing. The 6% escalation allowance accounts for anticipated construction-cost increases between preparation of the estimate and project implementation.

The \$50,000 shade structure allowance will support the installation of a permanent shade structure within the playground area. In addition to providing students and other playground users with relief from direct sunlight and elevated temperatures, the shade structure will reduce direct solar and ultraviolet exposure to portions of the new poured-in-place safety surfacing, helping protect the Town's investment and extend the useful life of the new surface.

The proposed work represents a comprehensive capital improvement rather than routine maintenance. The project will fully replace the failed poured-in-place safety surfacing, rehabilitate the adjacent asphalt pavement through an overlay, investigate and address subsurface and drainage deficiencies as necessary, improve accessibility and safety, provide shade in response to increasingly warmer conditions, and extend the useful life and usability of this important school and community recreational asset.

The project is currently anticipated as a single-phase undertaking; therefore, a multi-year budget is not proposed. The requested CPA funding amount is \$530,000.00.

5. Funding: What other funding sources are committed or under consideration? Include any commitment letters or describe other efforts to secure funding for this project.

No other funding sources are currently committed or under consideration for this project. The Town is requesting CPA funding for the full estimated project cost of \$530,000. Accordingly, there are no commitment letters or other funding documentation to include with the application. If the actual project cost exceeds the CPA award, the Town will evaluate available options to address any funding shortfall before proceeding.

6. Timeline: What is the schedule for project implementation? Include a timeline for critical elements: procurement, groundbreaking, expenditures, and estimated project completion.

Subject to approval and appropriation of CPA funding, project implementation is anticipated during the **summer of 2027**, when school is not in session. The proposed schedule is:

- **Winter–Spring 2027:** Finalize the scope of work, construction documents, cost estimate, and procurement requirements.
- **Spring 2027:** Advertise the project, receive bids or proposals, evaluate submissions, and award the construction contract in accordance with applicable Massachusetts procurement requirements.
- **June 2027:** Complete contracting, permitting, material procurement, and preconstruction coordination.
- **Late June–July 2027:** Begin construction, including removal of the failed poured-in-place and asphalt surfaces, completion of necessary site work and drainage improvements, and preparation of the underlying subgrade.
- **July–August 2027:** Install the new asphalt and poured-in-place safety surfaces. Project expenditures will occur primarily during this period as construction progresses.
- **By late August 2027:** Complete inspections, corrective work, project closeout, and final payments, with the goal of reopening the playground before the beginning of the 2027–2028 school year.

The schedule may be adjusted based on funding approval, procurement requirements, material availability, weather, and unforeseen subsurface conditions.

7. Urgency: Is there urgency to the completion of this project? What are the ramifications if the project is delayed and/or not completed?

Yes, there is urgency to complete this project. The existing playground surfaces have deteriorated to the point that the playground is no longer compliant with applicable accessibility requirements under the Americans with Disabilities Act (ADA) and the Massachusetts Architectural Access Board (MAAB). The failed poured-in-place safety surface and deteriorated pavement create uneven conditions, potential tripping hazards, and barriers for students and community members with disabilities. If the project is delayed or not completed, these safety and accessibility concerns will continue and may worsen. The Town and School Department may need to restrict or discontinue use of portions of the playground, limiting access to outdoor recreation, recess, physical education, and social-development opportunities. Continued deterioration could also increase future construction costs and reveal more extensive subgrade

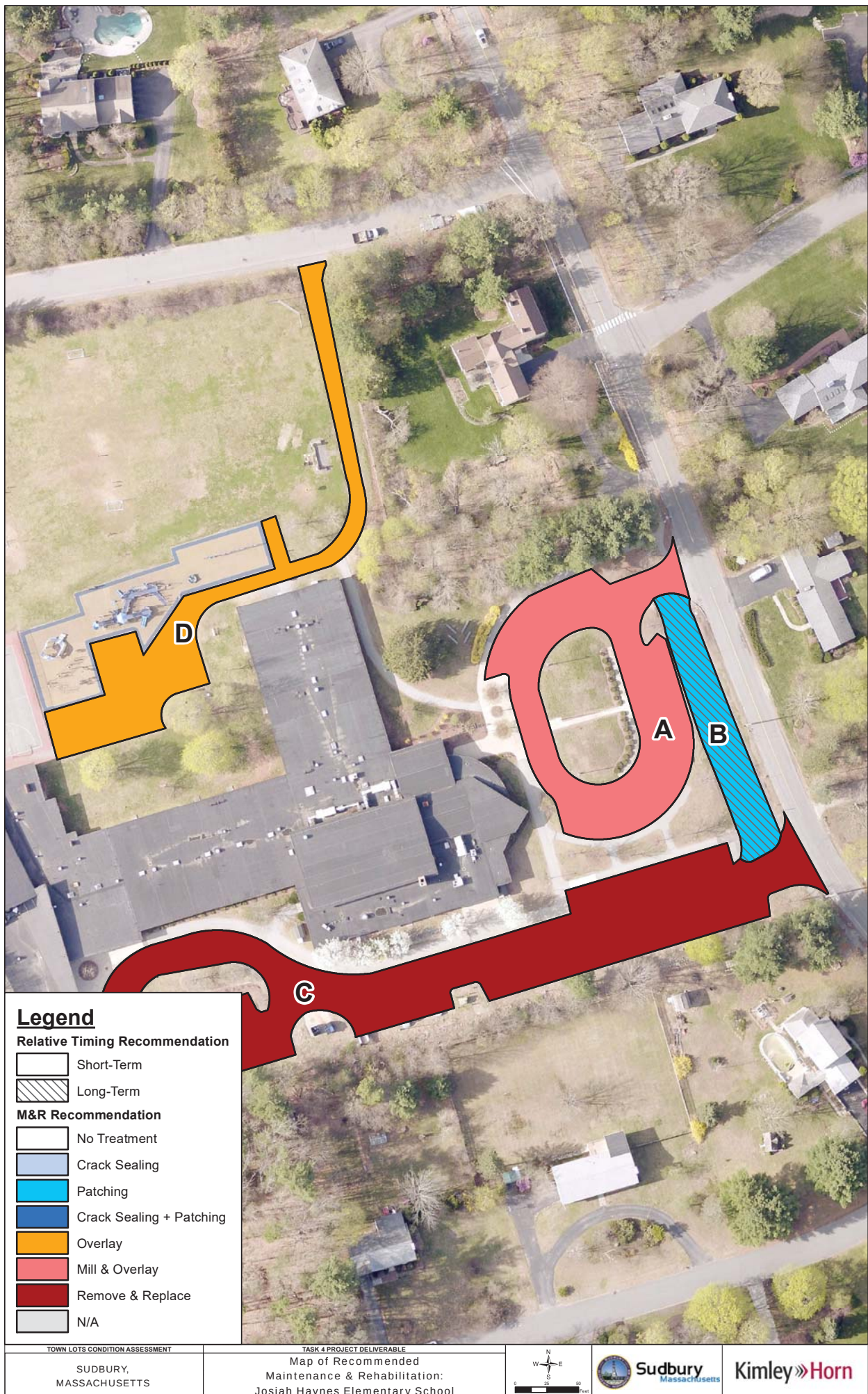
or drainage problems. Completion during summer 2027 is important to restore safe and equitable access while minimizing disruption to school operations. The project will bring the playground into ADA and MAAB compliance, address the underlying site conditions, and preserve this important recreational resource for students, families, and the broader Sudbury community.

8. Implementation: Who will be responsible for implementing the project? Who will manage the project? Does the proposed project manager have relevant experience? Who else will be involved in project implementation and what arrangements have been made with them?

Sandra R. Duran, Combined Facilities Director, will be responsible for implementing and managing the project. She has relevant experience overseeing municipal and school capital improvement projects, including project planning, budgeting, public procurement, contractor coordination, construction administration, schedule management, and project closeout. The Combined Facilities Department will coordinate with the Sudbury Public Schools and School Committee to minimize disruption to school operations and ensure that the completed playground meets the needs of students and the community. The selected designer or consultant, contractor, playground-surface installer, and other required professionals will be engaged through applicable Massachusetts public procurement procedures. The project team will coordinate permitting, accessibility compliance, site work, drainage improvements, surface installation, inspections, and final acceptance. Construction is planned for summer 2027 to allow the work to be completed while school is not in session.

9. Maintenance: If maintenance is required, who will be responsible and how will it be funded?

Following project completion, the Combined Facilities Department will be responsible for ongoing inspection and routine maintenance of the playground surface, adjacent pavement, and associated site improvements. Routine maintenance will be funded through the Department's annual operating funds. CPA funds will be used only for the proposed capital rehabilitation project and will not be used for routine or general maintenance.



Legend

Relative Timing Recommendation

- Short-Term
- Long-Term

M&R Recommendation

- No Treatment
- Crack Sealing
- Patching
- Crack Sealing + Patching
- Overlay
- Mill & Overlay
- Remove & Replace
- N/A

TOWN LOTS CONDITION ASSESSMENT

SUDBURY,
MASSACHUSETTS

TASK 4 PROJECT DELIVERABLE

Map of Recommended
Maintenance & Rehabilitation:
Josiah Haynes Elementary School

