



CITY OF SALEM

In City Council,

Ordered:

February 24, 2022

That the sum of One Hundred Eighty-Five Thousand Eight Hundred and Twenty-Two Dollars (\$185,822.00) is hereby appropriated and transferred from the "Capital Outlay Fund 2000" to ST CIP School (20002225-5846DK) for costs associated with replacing floor tiles at the Witchcraft Heights Elementary School in accordance with the recommendation of Her Honor the Mayor.



CITY CLERK, SALEM MASS.
2022 FEB 24 PM 12:41

CITY OF SALEM, MASSACHUSETTS

Kimberley Driscoll
Mayor

Office of the Mayor

February 24, 2022

Honorable Salem City Council
Salem City Hall
Salem, Massachusetts 01970

Ladies and Gentlemen of the City Council:

The enclosed Order appropriates \$185,822 from the short-term capital fund to carry out the Witchcraft Heights Elementary school floor replacement project. Many the flooring tiles throughout the school are tented, delaminated, or missing, causing an unsafe condition that needs to be addressed.

This project had initially been planned for two phases, over two fiscal years, at a total estimated cost of \$600,000. When bids were returned, however, the lowest responsible bidder was \$438,878. Because the project has already been delayed for one school year and because the winning bid was below the estimated cost, the school district is requesting this appropriation now to be able to complete the entire project in one phase. The requested funds represent the balance remaining between the existing appropriation in the FY2022 capital budget intended originally for just the first phase, the winning bid amount for the full project, contingency, and administration costs.

This is a time-sensitive request, as the designer and contractor need lead time to finalize the construction plans and then for the contractor to acquire materials and mobilize. The district's goal is to have this work carried out over the summer break, to minimize disruption to the school and classes, and have it completed by the start of school in September. To maintain this timetable, we are requesting that the Council vote on this appropriation at your meeting of March 10th. If you have any questions, please feel free to reach out to Superintendent Zrike and school business manager Mary DeLai.

Sincerely,

Kimberley Driscoll
Mayor
City of Salem

Stephen Zrike, Jr., Ed.D.
Superintendent



City of Salem
Salem Public Schools

February 17, 2022

Mayor Kimberley Driscoll
Salem City Hall
93 Washington Street
Salem, MA 01970

Re: Short-Term Capital Request for Witchcraft Heights Elementary School Floor Tile Replacement

Dear Mayor Driscoll:

The School Department respectfully requests consideration of its request for a supplemental capital appropriation in the amount of \$185,822 for the Witchcraft Heights Elementary School floor tile replacement project.

Last year, the School Department submitted a request for \$300,000 in FY2022 Capital Improvement Project Funds to replace floor tiles at Witchcraft Heights. A significant portion of the floor tiles in the building are either delaminated or tented causing very unsafe conditions throughout the building. These loose tiles create a significant tripping hazard and, in some cases, become an attractive nuisance as students sometimes throw the detached tiles. Our projection last year was that the full tile replacement cost would be on the order of \$600,000 and had allocated an additional \$300,000 in the FY2023 CIP plan.

We had originally planned to do the project in two phases, completing the first half during the summer of 2021, and the second during the summer of 2022. Unfortunately, due to delays with engineering, design, and bidding, we only recently received bids for the project. Fortunately, the lowest responsive and responsible bid was well below the project estimate of \$600,000, coming in at \$438,878. In order to complete the project by September 1, 2022 to ensure a safe school environment when students return next year, we would like to execute a contract with the lowest bidder now for the full scope of work, rather than wait for final approval of our FY2023 CIP request for the difference.

We presently have the full FY2022 appropriation of \$300,000 unspent. Our supplemental request consists of the following items:

\$138,878 - the difference between the bid amount and the \$300,000 on hand
\$ 25,000 - contract administration and oversight by Russo Barr
\$ 21,944 - project contingency (5%)

\$185,822

We thank you in advance for your consideration of this request.

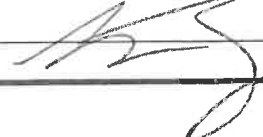
Sincerely,


Stephen K. Zrike

CITY OF SALEM
ST Capital Outlay Expenditure Request Form - FY 2022

From Department: SCHOOL DEPARTMENT Date: 2/17/2022

Department Head Name: STEPHEN ZRIKE SUPERINTENDENT

Authorization Signature: 

Amount: \$ 185,822

Description:

Witchcraft Heights Elementary School Floor Tile Replacement -
Additional funds needed to execute contracts and complete work by 9/1/2022

For Finance Department Use Only:

City Council Approval Needed (Y/N)

CIP Balance: \$ 6,275,803

Recommendation:
 Approved Denied


Finance Director

Processed: _____ Date: _____ By: _____

CO # _____ JE# _____ Trans # _____

Org: _____ Obj: _____