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February 22, 2010

Mr. Ron Catella  
Town of Littleton  
Permanent Municipal Building Committee  
c/o Littleton Electric Light and Water Depts.  
39 Ayer Road  
Littleton, MA 01460

Re: Little High School New Track and Field Facility Feasibility Study  
Littleton, Massachusetts  
**Responses to Comments and Feedback**

Dear Mr. Catella:

Gale Associates, Inc. (Gale) has reviewed the comments regarding the Track Feasibility Study Final Report provided to our office via e-mail on Monday, February 8, 2010. We are pleased to provide you with responses to these comments as follows:

**1. RSS Playground - Site 2. Report (p. 6) states "This new access drive does, however, clip the existing playground area. As part of this Alternative, the playground area shall be expanded to account for this loss of space due to the proposed access drive siting." It would be valuable to confirm that the layout of the access road on the Schematic Plan is consistent with simultaneous bus use and drop-off/pick-up traffic that happens daily. With respect to the playground, RSS Principal Hall indicated concerns with play space size, ability to plow in winter, and safe access for the children traveling to the playground. The cost estimate used a figure of \$25,000 to cover the "expansion" of the playground. Since this issue will likely raise many questions from parents, it seems prudent to have some basic outlines of potential solutions. The playground issue is also not listed on the Location Analysis Summary.**

When designed, the new access drive and existing bus routing area "behind" the stadium will provide added flexibility in traffic routing and deconflicting traffic streams.

With respect to the playground, Principal Hall provides helpful comments with regard to the play space size, ability to plow in the winter, and safe access for children traveling to the playground. As you can see, however, on drawing SK-2, each of these issues are manageable and will be addressed in design.

- **Play space size:** The proposed access road does clip the existing adjacent playground, however, this space can be replicated on either side of the existing playground area and, in our



estimate, we have allotted money (\$25,000) for such purposes. To put it in context, it should be noted that the area proposed to be taken as part of the access road development is approximately 370 square feet.

- Ability to plow: The proposed access road is 24 feet in width, which is town/industry standard. This road also does not contain any tight radii to prohibit adequate maneuverability or turning of vehicles.
- Safe access for children traveling to the playground: As depicted on the drawing, Gale has provided a sidewalk on either side of the proposed adjacent access road. This will increase safety with respect to accessing the playground. Also, it should be noted that this playground is not being relocated from its current location adjacent to the school building, which provides ease of access to the school children.

As stated in the above bullet list, we have allotted \$25,000 to cover the replication of lost playground area due to the proposed access road. The following list are items that will be incorporated as part of the \$25,000 allotted to replicate the playground area on either side of the existing playground:

- Rough Grading
- Playground surfacing material
- Relocation/replacement of playground surfacing containment edging
- Relocation of existing play component(s)
- Addition of playground perimeter fencing (added to increase safety due to its close proximity to roadway traffic (under existing and proposed conditions.)

A \$25,000 line item in the budget is adequate for pre-design planning purposes. Were it to double in the design process (or be reduced) this change would have no bearing on the results and conclusions of the study. We have made no revision to the feasibility study report in response to this comment.

**2. Lanes on the straight - Alternative 1. In the feasibility study meetings we always discussed that any new track would need to have a minimum of 8 lanes on the straight. Final report summary lists alternative 1 as 6/8 - six lanes on the oval and 8 lanes on the straight. Alternative 1's Schematic Plan submitted in the final report shows 8 lanes on the straight. Report (p. 5) says 6 lanes on the straight. This should be changed to reflect our stated requirement of 8 lanes on the straight.**

We have revised page five (p. 5) of the report narrative to reflect 8 lanes on the straight in lieu of 6 lanes, to reflect Littleton's Track Organization's (LTO) requirement of 8 lanes.



**3. Alternative 3 does not include a synthetic turf field, yet line 7 (between 7e and 7f) lists subsurface drainage for Synthetic Turf Field, and line 1b lists excavation of Synthetic Turf areas, and 3b and 3c both list Synthetic Field. Alternative 2 also does not include a synthetic turf field, but line 7 and 1b in this alternative also state "synthetic turf".**

Gale has revised the cost estimates for Alternative 2 and 3, removing any reference(s)/cost(s) associated with a synthetic turf field.

**4. Irrigation/Natural turf. Line 6A. Sites 3 and 3A have installation of new irrigation system (\$90-120,000). Since the system is already there, can components (such as the most costly portion – the sprinkler heads) be reused for significant cost savings? Also, since grass outfield areas will remain grass outfield areas, is it really necessary to incur costly site preparation, field preparation, drainage and natural turf surfacing costs for those large areas?**

With regards to the reuse of the existing irrigation system, in most cases, irrigation systems are not reused, and therefore a cost savings is not realized by the Owner.

When designing natural turf fields, regardless of whether of not they are existing fields, improvements are necessary. Site preparation is required to, at a minimum, adjust slopes to optimum and provide positive drainage with respect to the area. Drainage, topsoil, and loam installation is required to ensure the longevity, playability, and aesthetics of the field and to provide for a free-draining playing surface. Additionally, the baseball and softball fields will require complete reconstruction of the clay skinned infields and new amenities (backstop, fencing, dugouts, foul poles, scoreboards, etc.). We have made no revisions to the Feasibility Study Report in response to this comment.

**5. PA system/Electricity. This was identified as necessary for hosting track meets, but is not listed in cost estimates for the four alternatives where needed - 1, 1A, 3, 3A.**

Gale has included the cost for a new PA System to the Alternative 1, 1A, 3, 3A cost estimates.

**6. Pole Vault Pads. 1A, 2 and 2A show the purchase of 2 pads (\$30,000). Alternatives 3 and 3A each list 1 pad (\$15,000). We discussed verbally, as well as in emails, that because Littleton does not compete in pole vault, that pads are not needed at this time.**

We have removed the cost associated with pole vault pads on all of the Layout Alternative cost estimates.

**7. Hurdles. Requested 80 hurdles be included in 1A, 2, 2A, 3, 3A - all only have 25. Minimum of 20 needed for alternative 1 with 8 lanes.**

We have now included the cost for 80 hurdles in the cost estimates for Alternative 1A, 2, 2A, 3, and 3A. We also included the cost for 20 hurdles needed as part of Alternative 1. Originally, Gale was told the Town



needed 20 hurdles for the additional 2 lanes in each option (10/lane) plus 5 additional replacement hurdles.

**8. Fencing. Site 2 (Alternatives 2 and 2A). Lines 8a and 8d. Plans include only a 4 foot fence. At site 3 (Alternatives 3 and 3A) plan calls for both a 4 foot and a 6 foot fence. The site should not make a difference. Either we need both or we need one.**

Layout Alternative 3 and 3A include the relocation and complete reconstruction of both the baseball and softball fields. It is for these venues that we are specifying the six (6) foot high chain link fencing. Layout Alternatives 2 and 2A do not include these venues.

**9. Seating (1A). Both the top of the cost estimate and also the location analysis summary indicate seating for 300. The report (p.5) states, "Finally, the plan includes a limited 300-person grandstand for spectator seating." This \$90,000 item is not included in the cost estimate. Report (p.7) also states incorrectly that the 300 seats in alternative 3 is "consistent with Alternatives 1 and 1A." Alternative 1 does not have any seating, and according to the cost figures - neither does 1A.**

Gale has revised page seven of the report narrative clarifying that the 300-person grandstand has been included in the cost estimate for Alternative 1A. This item has been included in the cost estimate as Add Alternate 4. We have also revised page seven (p. 7) of the narrative with respect to the seating included in the various Layout Alternatives.

**10. Seating (3A). Report (p. 7) states seating for 1,200 at 3A. Cost estimate says 1,500 at 3A. Which is it? Are either of these seating capacities consistent with High Schools of similar size to Littleton (2009 graduating class of 103 students)? Also, does the parking capacity at the High School support 1,500 people at an event?**

Gale has revised the cost estimate for Layout Alternative 3A, replacing the 1,500 bleacher seats, with 1,200 bleacher seats, to correlate with the report narrative and Drawing SK-3A. The 1,200 seat bleacher system seating capacity is consistent with High Schools of similar size to Littleton.

**11. Track surfacing costs for site 3. Line 15a. In the report, Alternative 3 has a higher surfacing cost than 3A. Since 3A has paved D areas there is a greater surface area, and therefore higher, not lower, cost.**

Gale has revised the cost estimates for Layout Alternative 3 and 3A to accurately reflect the amount of track surfacing incorporated in each of these two (2) alternatives.

**12. Aggregate Base - Alternatives 1 and 1A. Line 13a. Aggregate Base for 1 (800 tons) is three-times the aggregate base for 1A (261 tons) and 1A is actually larger due to the paved D areas.**



Gale has revised the cost estimates for each Layout Alternative to reflect the adjusted aggregate base quantities for the track and d-areas.

**13. Long Jump - Site 1. Line 17a. Two long/triple jump runways on drawing, but only one sand catcher included in costs. Must have two sand catchers to match with the two runways (\$15,000).**

Gale has revised the cost estimate for Layout Alternative 1 to account for the two (2) long/triple jump events.

**14. Berm - Sites 1 and 1A. Report (p. 3) states "Any project to redevelop the facility at this location should include mitigation of the impacts of this adjacency." Report (p. 5) states for Alternative 1 "It does include some landscape mounding and screen plantings to mitigate the I-95 highway impacts." Plan drawing shows berm, but there is no cost line-item associated with this. Since this is the most significant issue to be dealt with at this location, the Town needs to have accurate estimates. Also, report (pp. 3-4) refers three times to the highway next to current track as "I-95".**

Gale has included the costs associated with the earthen berm and plantings depicted on Layout Alternatives 1 and 1A. We have also revised the report, noting that the highway adjacent to the site as being "I-495", not "I-95".

**15. Parking - Sites 2 and 2A - report page 6 states "there is no net loss of parking serving the site". This statement is incorrect. Parking spots (approx. 20) along the current access drive to the school (these are the spots most frequently used by those coming to RSS during the day) were not included in the count. There is a loss of parking, and could be further loss due to the playground issue.**

Gale will revise the report to reflect the net loss of approximately 20 parking spaces. We are not proposing, nor do we anticipate, however, any further loss of parking due to the proposed playground reconfiguration/expansion.

**16. Page 8 of report states, "Following the development of the six alternative schematic plans described above, Gale met with the Permanent Building Committee, the Littleton Track Organization, School Officials to include the Superintendent, Athletic Director and Track Coach, and the Board of Selectmen and Town Administrator to review the advantages and disadvantages of each redevelopment strategy." During the course of the feasibility study, there has never been a meeting with all of those individuals and groups, and there has not been any meeting at all since the total of six plans was developed. The last two meetings with some of the above-named individuals were on September 24th and October 5th, and the first mention of a sixth plan came in the final report issued on December 17th.**



It is correct to state that there has not been a meeting during the course of this Feasibility Study that included all of the above-mentioned individuals. Gale has, however, met with all of these individuals during the course of this project on separate occasions.

The sixth plan was a plan completed by Gale, as directed by the Building Committee, at Ms. Heitmeyer's request. It is not a feasible alternative.

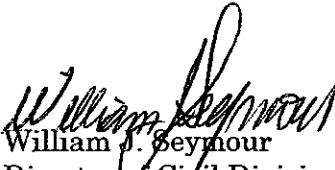
**17. Page 8 of the report contains the following statement, "Based on community feedback and our analysis of each alternative, Gale recommends..." I would like to understand what is referred to by "community feedback."**

"Community Feedback", as stated in the report narrative completed by Gale, refers to comments received from the Permanent Building Committee, School Committee, and Coaching staff.

We have enclosed as part of this response package a copy of the revised report narrative, layout alternative cost estimates, and the Layout Alternative Summary that depict the above-mentioned revisions. We have also adjusted the project cost breakdown summary within the report narrative to incorporate the changes referenced in this letter. We request that you remove these items from the Track Feasibility Study Final Report, and replace them with the ones enclosed as part of this response package. We hope that this information has successfully addressed the comments and feedback that you have provided to us. We appreciate the comments provided and regret any inconvenience caused by those details that were erroneous. None of the adjusted notes or costs bear on our findings and conclusions, which remain unchanged. If you have any questions, further comments, or require additional information, please do not hesitate to contact our office.

Very truly yours,

GALE ASSOCIATES, INC.

  
William J. Seymour  
Director of Civil Division

CAM:gmc  
Attachment

cc: File