



Certificate of Necessity Application – Renovations / Replacement

**1. Project Name: Clayton Elementary School**

**Project Description:** Building envelope, interior and MEP upgrades throughout the building are required to protect the investments previously made by the state and local district in this school. Major projects include replacing classroom casework; replacing interior flooring; replacing roof and replacing kitchen equipment. In addition, major MEP projects include replacement of boilers, chillers and the kitchen ventilation system. The work will encompass projects not addressed in the 2014 renovations. Refer to the attached assessment report for additional details.

**Grade Levels Served:** K-4 in SY 2018/19 and SY 2019/20. K-3 long-term plan.

**Facility Data**

Present:

<i>Address</i>	<i>510 West Main Street, Clayton, Delaware 19938</i>
<i>Gross # square feet</i>	55,320 s.f.
<i>Age of building</i>	1930
<i>Age of additions</i>	1953 / 1993 / 2006
<i>Year of last renovations</i>	2016
<i>Enrollment</i>	522 in SY 2018/19
<i>Capacity</i>	600

Proposed:

<i>Address</i>	<i>same</i>
<i>Gross # square feet</i>	55.320 s.f.
<i>Estimated start time of project</i>	2023
<i>Estimated completion date</i>	2026
<i>Estimated date of occupancy</i>	2026
<i>Capacity</i>	600

Capital Request Funding

<i>FISCAL YEAR</i>	<i>AMOUNT</i>
<i>FY 2021</i>	\$
<i>FY 2022</i>	\$
<i>FY 2023</i>	\$631,349

<u>FY 2024</u>	\$3,895,309
<u>FY 2025</u>	\$2,001,260
<b>TOTALS:</b>	\$6,527,918

**Cost Breakdown/Phase Out**

	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>TOTAL</u>
<b><u>Construction Expenses</u></b>						
<i>Planning/Design</i>						
<i>Architect/Engineering</i>			400,000	100,000	100,000	600,000
<i>Audit Fees</i>			9,000		9,000	18,000
<i>Site Development Costs</i>						
<i>Construction Costs</i>			161,612	3,248,678	1,552,840	4,963,130
<i>Construction Contingency</i>				200,000	100,000	300,000
<i>Demolition Costs</i>			25,000	25,000	25,000	75,000
<i>Other (Provide Description)</i>						
<b><u>Non-Construction Expenses</u></b>						
<i>Technology</i>						
<i>Furniture and Equipment</i>						
<i>Escalation Costs</i>			35,737	321,631	214,420	571,788
<i>Other (Provide Description)</i>						
<b>TOTALS</b>			<b>631,349</b>	<b>3,895,309</b>	<b>2,001,260</b>	<b>6,527,918</b>

**2. Project Details:**

- a. The DOE decision-making process is based on a priority legend, with the highest priorities being the following:
  - i. Capacity and future enrollment
  - ii. Project corrects facility life, health or safety issues
  - iii. Building aesthetics and programming
  
- b. **Renovations/Additions:**
  - i. Provide a specific description for each of the schools to be renovated and/or expanded. **Specific details are contained in the attached building needs**

**assessment.** Provide details on the last time the school was renovated. **Last renovation occurred as part of CN 1524 B and included building envelope issues; new sprinkler and flooring upgrades; replacement of roof-top heating units; upgrading and replacement of duct work; replacement of air handling units and adding security cameras and card readers throughout the building.**

- ii. If needed because of overcrowding, please provide details of overcrowding issues. Which schools?  
What are the relief/redistribution plans? What are the patterns of population and student growth in the district?
- iii. Explain how these renovations and/or additions align with the priority legend. **The renovations are required to address aging building systems and correct facility life, health and safety issues.**
- iv. Has the school district obtained all the necessary district Board of Education approvals?  Yes;  No
- v. Can the renovations be funded with minor cap money?  Yes;  No
- vi. Can the renovations or additions happen during the school year?  Yes;  No

Please address the urgency of each project or your request in general. **Building systems and infrastructure are aging and delays will increase costs and the potential for catastrophic failure. The attached assessment report identifies project based on the immediacy of need: immediate (1-2 years), short-term (3-4 years), mid-term (5-6 years) or long-term (7-10 years).**

What would happen if the CN is not approved this year? **Building systems will or already exceed their expected service life creating the risk for catastrophic systems failure, increased maintenance costs, inefficient operations and an environment not conducive to learning.**

In what priority order would you classify your request(s) if not all requests were granted? **A priority ranking for all projects is attached.**

### 3. Request Deadline:

Complete Board approved capital requests, accompanied by all completed submission documentation must be submitted to DOE by no later than August 31<sup>st</sup> of each State fiscal year for the next year's capital budget submission to the attention of:

Education Associate, Capital Project Management  
Delaware Department of Education  
401 Federal Street, Suite 2  
Dover, DE 19901

### 4. Recommendations:

It is strongly recommended that districts notify DOE of any potential capital budget requests as early as possible in order to ensure a thorough review by DOE and to allow time for additional exchange of information, as applicable.

## 5. Attachments:

- District Board approved minutes (draft is acceptable)
- Building Professional (i.e. Architectural/Engineering firm) supporting documentation
- Office of State Planning Coordination approval letter (if applicable)