



## CITY OF WORCESTER, MASSACHUSETTS

Michael V. O'Brien  
City Manager

cm2006nov21122121

Attachment for Item #

8 A

November 28, 2006

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

I respectfully request City Council's adoption of the attached orders to accept, transfer, dispose of and execute deed transfers for the care, custody, and control of real property located at 28 Adams Street, 13 Dartmouth Street, 37 Lee Street, 16 Salisbury Street, 26 Salisbury Street, and 34 Grove Street from the School Department to the City Manager's Office of Economic and Neighborhood Development for disposition purposes.

Once transferred, the Economic Development Division will issue a Request for Proposals (RFP) for the properties located at Lee Street, Dartmouth Street, and Adams Street. Any solicitation for the disposition of these three properties will be undertaken in compliance with public bidding laws and will seek extensive development proposals with a commitment to the reuse of the buildings as economically viable properties. The City administration will continue to work with Gateway Park LLC to finalize the Option Agreement for the former Vocational School Buildings B & C. The RFP for the Vocational School Building A will be issued upon substantial completion of the Master Plan for North Main Street/Lincoln Square.

The City and Worcester Public Schools (WPS) have finalized and executed an agreement for the six (6) surplus school buildings. The WPS will assume responsibility for maintenance, security, weekly property checks, alarms, ground maintenance, and snow removal for all properties until the properties are sold or responsibility for



maintenance and repair is transferred to a third party (Gateway Park LLC for the Vocational School buildings B & C). The City will be responsible for the issuing and marketing of the RFPs, environmental work (if necessary), and any other major interventions related to the disposition.

In addition, the finalized agreement includes a formula for calculating the net proceeds as well as deducting from the sales price and reimbursing the costs that the WPS incurs in the maintenance and repair of the six properties and any costs that the City incurs. The calculation of net proceeds will be determined based upon the selling price minus maintenance costs, repair costs, security costs, environmental costs, marketing costs (RFP), and other miscellaneous costs. The net proceeds of the Vocational School parcels will be shared 50-50 between the City and WPS and 100% of the net proceeds from the sale of the Lee Street, Dartmouth Street, and Adams Street parcels will go toward the construction of the new North High School. The disposition of these parcels represents a critical funding component of the overall funding strategy for the construction of the new North High School.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael V. O'Brien", with a long horizontal flourish extending to the right.

Michael V. O'Brien  
City Manager




## CITY OF WORCESTER, MASSACHUSETTS

Office of Economic and Neighborhood Development

Economic Development Division

Julie A. Jacobson  
Assistant City Manager

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**To:** Michael V. O'Brien, City Manager 

**From:** Julie A. Jacobson, Assistant City Manager for Economic and Neighborhood Development

**Date:** November 28, 2006

**Re:** Adoption of an Order to Transfer the Care, Custody, and Control of Real Property located at 28 Adams Street, 13 Dartmouth Street, 37 Lee Street, 26 Salisbury Street, 34 Grove Street, and 16 Salisbury Street from the School Department to the City Manager's Office of Economic and Neighborhood Development

I respectfully recommend that you submit the attached orders to the City Council for approval to accept the transfer of real property located at 28 Adams Street, 13 Dartmouth Street, 37 Lee Street, 16 Salisbury Street, 26 Salisbury Street, and 34 Grove Street presently under the care, custody, and control of the School Department to the City Manager's Office of Economic and Neighborhood Development for disposition purposes. The attached votes would authorize you to accept, dispose of, and execute deeds for each of the surplus properties.

On September 21, 2006, the School Committee voted 6-0-1 to declare surplus the Adams Street School, the Multiple Intelligences School at Dartmouth Street, and the Lee Street School. The School Committee voted 7-0 on October 5, 2006 to declare surplus the Worcester Vocational School Buildings A, B, and C.

The property at *28 Adams Street*, formerly the Adams Street School, consists of a 23,482 square foot building on a 56,800 square foot parcel. The Adams Street School ceased operations in 2003, although the building continued to house a Head Start program until 2006. The property at *13 Dartmouth Street*, formerly the Multiple





Intelligences School which closed in 2006, consists of a 19,600 square foot building on a 40,500 square foot parcel. The property at *37 Lee Street*, formerly Lee Street Head Start, consists of an 18,325 square foot building on a 29,191 square foot parcel. The Lee Street School ceased operations in the early 1980s and the building later housed the Health Department prior to utilization by the Head Start program from 1992 to 2006. The property at *26 Salisbury Street* (Vocational School Building B) is a 67,000 square foot building on a 32,662 square foot parcel. The property at *34 Grove Street* (Vocational School Building C) is an 116,205 square foot building on a 57,046 square foot parcel. The property at *16 Salisbury Street*, also known as Vocational School Building A - Boys & Girls Club, consists of a 32,970 square foot building on a 15,028 square foot parcel.

Following the transfer of the surplus properties to the City Manager's Office of Economic and Neighborhood Development, the Economic Development Division will issue a Request for Proposals (RFP) for the properties located at Lee Street, Dartmouth Street, and Adams Street. The administration will evaluate all proposals received and select a preferred purchaser/developer, as well as administer the disposition process. Any solicitation for the disposition of these three properties will be undertaken in compliance with public bidding laws and will seek extensive development proposals with a commitment to the reuse of the buildings as economically viable properties. The City will continue to work with Gateway Park LLC to finalize the Option Agreement for the Vocational School Buildings B & C. The RFP for the Vocational School Building A will be issued upon substantial completion of the Master Plan for North Main Street/Lincoln Square. The upcoming Master Plan will determine the highest and best use of the building prior to the disposition and redevelopment of this parcel.

The City and Worcester Public Schools (WPS) administration have finalized and executed an agreement for the six (6) surplus school buildings. The WPS will assume responsibility for maintenance, security, weekly property checks, alarms, ground maintenance, and snow removal for all properties until the properties are sold or responsibility for maintenance and repair is transferred to a third party (e.g., Vocational School buildings B & C to Gateway Park LLC). The City administration will be responsible for the issuing and marketing of the RFPs, environmental work (if any additional work is necessary prior to disposition at which point it is assumed that the selected developer will assume responsibility for all environmental work), and any major

interventions related to the disposition. In addition, the agreement includes a formula for calculating the net proceeds as well as deducting from the sales price and reimbursing the costs that the WPS incurs in the maintenance and repair of the six properties and any costs the City administration incurs in the disposition.

Thus, the calculation of net proceeds will be determined based upon the selling price minus maintenance costs, repair costs, security costs, environmental costs, marketing costs, and other miscellaneous costs. The net proceeds of the Vocational School parcels will be shared 50-50 between the City and the WPS and 100% of the net proceeds from the sale of the Lee Street, Dartmouth Street, and Adams Street parcels will go toward funding the construction of the new North High School.

In closing, each of the six properties has been fully "winterized." This includes draining all potable water systems, draining down water/steam heating plants including all distribution piping and tanks, purging and draining the auxiliary boiler room equipment, winterizing all "P" traps utilizing non-toxic anti-freeze, removing water meters and associated piping, and shutting down the main water valve in the street to prevent water from entering the pipes and freezing. The smoke detectors will remain functioning and the Fire Department and Police Department are aware that the buildings are vacant.

Please advise if you have any questions or require additional information.

Sincerely,

A handwritten signature in cursive script that reads "Julie A. Jacobson".

Julie A. Jacobson  
Assistant City Manager



# Worcester Public Schools

Worcester, Massachusetts



1949 - 1960  
1965 - 1981  
2000

Dr. John E. Durkin Administration Building  
20 Irving Street  
Worcester, Massachusetts 01609-2493

Office of the Superintendent

James A. Caradonio, Ed.D.,  
Superintendent

Tel. (508) 799-3115  
FAX (508) 799-3119  
caradonio@worc.k12.ma.us

**TO:** Michael V. O'Brien, City Manager

**FROM:** James A. Caradonio, Ed.D., Superintendent

**DATE:** November 20, 2006

**SUBJECT:** **Inter-Departmental Agreement on Management of Surplus Properties**

I am writing to detail the following inter-departmental agreements which the Worcester Public Schools and the City Manager's Department of Economic and Neighborhood Development will perform to manage the following surplus properties:

Property Name	Property Address
Adams Street	28 Adams Street, 01604
Dartmouth Street	13 Dartmouth Street, 01604
Lee Street	37 Lee Street, 01602
Voke A	5 Lincoln Square, 01608
Voke B	26 Salisbury Street, 01609
Voke C	2 Grove Street, 01605

WPS will assume responsibility for maintenance, security, weekly property checks, alarms, ground maintenance and snow removal for all six properties until the properties are sold or responsibility for maintenance and repair is transferred to the Gateway Park LLC (Voke buildings B & C). The Worcester Public Schools will manage these properties until the Purchase & Sale Agreements and property transfers are completed with the new owners.

At each of the above-listed sites, the Worcester Public Schools (School Plant Division) shall:

- Winterize the sites utilizing School Shop Personnel
  - Drain down water systems
  - Drain down heating plants
  - Remove water meters
- Coordinate with DPW to shut down main water valves in street
- Provide 24-hour monitoring of existing Fire and Security Alarm services utilizing the on-call pager system

- Conduct four one-hour building checks per site per week
  - To occur each Monday, Wednesday, Friday and one weekend day
- Provide limited snow removal services for the upcoming winter
  - No general parking lot plowing, sanding or salting equipment access
  - Maintain main walkways for pedestrians
  - These services will be provided with School Plant Custodians and School Shop Personnel
- WPS will provide regular ground maintenance including mowing, weeding, and trash and litter removal

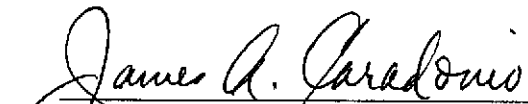
Extraordinary maintenance resulting from unplanned vandalism or building failures will be calculated and charged on a cost reimbursable basis utilizing School Shop Personnel or contract maintenance services presently utilized by the School Department.


The city administration will be responsible for the issuing and marketing (media outlets) of the RFPs and any necessary environmental work and any repairs that WPS personnel cannot handle if any are needed.

It is the understanding that all costs associated with winterizing and the cited management tasks at these six sites will be reimbursed from the City to the Worcester School Department using proceeds resulting from the sale of these designated sites. The total cost of all of these tasks will be deducted from the sale price in the aggregate to determine net proceeds and WPS and the city administration will be reimbursed at that time for their respective costs incurred. Thus, the calculation of net proceeds will be determined based upon the Selling Price minus Maintenance Costs, Repair Costs, Security Costs, Necessary Environmental Costs, Marketing (RFP) costs, and any other costs associated with the marketing and disposition of the subject properties.

As an indication of your concurrence, please sign below before returning a copy of this document to my office.

Sincerely,

  
 \_\_\_\_\_  
 James A. Caradonio, Ed.D.  
 Superintendent  
 Worcester Public Schools

  
 \_\_\_\_\_  
 Michael V. O'Brien  
 City Manager  
 City of Worcester

CC: Mrs. Julie Jacobson  
 Mr. Gene Olearczyk

**Adams Street School**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 56,800 square feet of real property located at 28 Adams Street (Assessors Parcel 16-021-00004), containing the former Adams Street School building and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals and upon any such other terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized, upon completion of the public bidding process, to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property.



**Dartmouth Street School**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 40,500 square feet of real property located at 13 Dartmouth Street (Assessors Parcel 18-011-27+28), containing the former Dartmouth Street School building and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals and upon any such other terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized, upon completion of the public bidding process, to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property.

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 29,191 square feet of real property located at 37 Lee Street (Assessors Parcel 11-006-00009), containing the former Dartmouth Street School building and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals and upon any such other terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized, upon completion of the public bidding process, to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property.

**Vocational School Building A**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 15,028 square feet of real property located at 16 Salisbury Street (Assessors Parcel 01-004-00004), containing the former Vocational School Building A and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals, or otherwise in accordance with law, and upon such terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property to Gateway Park LLC or such other entity as it may create for the purpose of holding title to this property.

**Vocational School Building B**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 32,662 square feet of real property located at 26 Salisbury Street (Assessors Parcel 01-004-00002), containing the former Vocational School Building B and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals, or otherwise in accordance with law, and upon such terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property to Gateway Park LLC or such other entity as it may create for the purpose of holding title to this property.

**Vocational School Building C**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 57,046 square feet of real property located at 34 Grove Street (Assessors Parcel 01-004-00001), containing the former Vocational School Building C and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals, or otherwise in accordance with law, and upon such terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property to Gateway Park LLC or such other entity as it may create for the purpose of holding title to this property.



**CITY COUNCIL**  
**City of Worcester**

**BE IT ORDERED that** the 29,191 square feet of real property located at 37 Lee Street (Assessors Parcel 11-006-00009), containing the former Dartmouth Street School building and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals and upon any such other terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized, upon completion of the public bidding process, to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property.

**In City Council**

**November 28, 2006**

**Order adopted**

**A Copy. Attest:**



**David J. Rushford**  
**City Clerk**



**Vocational School Building C**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 57,046 square feet of real property located at 34 Grove Street (Assessors Parcel 01-004-00001), containing the former Vocational School Building C and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals, or otherwise in accordance with law, and upon such terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property to Gateway Park LLC or such other entity as it may create for the purpose of holding title to this property.

**In City Council**

**November 28, 2006**

**Order adopted**

**A Copy. Attest:**



**David J. Rushford  
City Clerk**

**Adams Street School**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 56,800 square feet of real property located at 28 Adams Street (Assessors Parcel 16-021-00004), containing the former Adams Street School building and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals and upon any such other terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized, upon completion of the public bidding process, to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property.

**In City Council**

**November 28, 2006**

**Order adopted**

**A Copy. Attest:**



**David J. Rushford  
City Clerk**

**Dartmouth Street School**

**CITY COUNCIL  
City of Worcester**

**BE IT ORDERED that** the 40,500 square feet of real property located at 13 Dartmouth Street (Assessors Parcel 18-011-27+28), containing the former Dartmouth Street School building and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals and upon any such other terms the city manager deems in the best interests of the city of Worcester; and,

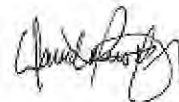
**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized, upon completion of the public bidding process, to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property.

**In City Council**

**November 28, 2006**

**Order adopted**

**A Copy. Attest:**



**David J. Rushford  
City Clerk**



**Vocational School Building B**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 32,662 square feet of real property located at 26 Salisbury Street (Assessors Parcel 01-004-00002), containing the former Vocational School Building B and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals, or otherwise in accordance with law, and upon such terms the city manager deems in the best interests of the city of Worcester; and,

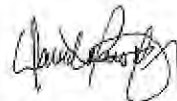
**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property to Gateway Park LLC or such other entity as it may create for the purpose of holding title to this property.

**In City Council**

**November 28, 2006**

**Orders adopted**

**A Copy. Attest:**



**David J. Rushford  
City Clerk**

**Vocational School Building A**

**CITY COUNCIL**

**City of Worcester**

**BE IT ORDERED that** the 15,028 square feet of real property located at 16 Salisbury Street (Assessors Parcel 01-004-00004), containing the former Vocational School Building A and previously under the care, custody and control of the School Department, having been declared by the School Committee as no longer needed for School Department purposes, is hereby transferred to the care, custody and control of the City Manager to be held for disposition purposes in accordance with the terms of this Order; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to dispose of said property by sealed bids or proposals, or otherwise in accordance with law, and upon such terms the city manager deems in the best interests of the city of Worcester; and,

**BE IT FURTHER ORDERED, that,** the city manager be and he is hereby authorized to execute a deed and all documents relevant thereto conveying all right, title and interest of the city of Worcester in said property to Gateway Park LLC or such other entity as it may create for the purpose of holding title to this property.

**In City Council**

**November 28, 2006**

**Order adopted**

**A Copy. Attest:**



**David J. Rushford  
City Clerk**