

August 21, 2026

Via Hand Delivery

The Honorable Garrett D. Page
Montgomery County Courthouse
2 E. Airy Street
Norristown, PA 19401

**RE: Samuel Thacher, Individually and on behalf of the Taxpayers
of Cheltenham Township v. Melrose Pool LLC, et al.
Montgomery C.C.P. Docket No. 2026-17632**

Dear Judge Page:

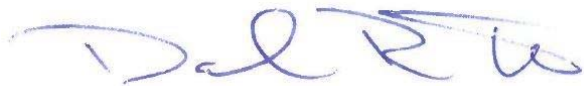
Kaplin Stewart Meloff Reiter & Stein, P.C. represents the Defendant, Melrose Pool LLC, in the above-captioned matter.

Attached is a courtesy copy, with color Exhibits, of the “Defendant Melrose Pool LLC’s Memorandum of Law in Opposition to Plaintiff’s Emergency Motions for Preliminary Injunction”, which was electronically filed with the Court today at Seq. No. 34 pursuant to Your Honor’s Order dated August 12, 2026.

Thank you for Your Honor’s consideration.

Respectfully yours,

KAPLIN STEWART MELOFF REITER & STEIN, P.C.



By: Daniel R. Utain, Esquire

DRU:jvf
Enclosure

The Honorable Garrett D. Page
August 21, 2026
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cc: Samuel Thacker, *Pro Se* (W/Enclosure, Via Email - sam.thacker@gmail.com)
John P. Gonzales, Esquire (W/Enclosure, Via Email - jpgonzales@mdwcg.com)
Amea S. Farrell, Esquire (W/Enclosure, Via Email - afarrell@kaplaw.com)
Jessica B. Miller, Esquire (W/Enclosure, Via Email - jmiller@kaplaw.com)

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: Daniel R. Utain, Esquire
Amee S. Farrell, Esquire
Jessica B. Miller, Esquire

Attorney I.D. Nos. 85619, 93338, 338443

910 Harvest Drive

P. O. Box 3037

Blue Bell, PA 19422-0765

610-941-2582/610-941-2547/610-941-2549

dutain@kaplaw.com/afarrell@kaplaw.com/jmiller@kaplaw.com

Attorneys for Defendant, Melrose Pool LLC

SAMUEL THACKER, Individually and	:	COURT OF COMMON PLEAS
on behalf of the Taxpayers of Cheltenham	:	MONTGOMERY COUNTY, PA
Township,	:	
<i>Plaintiff,</i>	:	NO. 2026-17632
	:	
v.	:	
	:	
CHELtenham TOWNSHIP and	:	
MELROSE POOL LLC	:	
<i>Defendants.</i>	:	

**DEFENDANT MELROSE POOL LLC’S MEMORANDUM OF LAW IN OPPOSITION
TO PLAINTIFF’S EMERGENCY MOTIONS FOR PRELIMINARY INJUNCTION**

Defendant Melrose Pool LLC (“**Melrose**”), by and through its undersigned counsel, hereby submits this Memorandum of law in opposition to Plaintiff’s Emergency Motions for Preliminary Injunction and in accordance with the Court’s Order dated August 12, 2026 (the “**Order**”). *See* Order.¹

As set forth herein, Melrose respectfully submits that, under Pa.R.C.P. 1531(a) and Pennsylvania precedential case law, the Court has the sole discretion to, and should, deny Plaintiff’s pending Motions for Preliminary Injunction² without a hearing since Plaintiff has failed

¹ A true and correct copy of the Order is attached hereto as **Exhibit “A”** and incorporated herein by reference.

² As the Court recognizes in the Order, Plaintiff has filed two (2) separate Emergency Motions for Preliminary Injunctive Relief: (i) an “Emergency Motion for Preliminary Injunction” dated July 22, 2026 (the “**First Motion**”) wherein Plaintiff seeks injunctive relief for Defendants’ alleged violations of the Commonwealth Procurement Code, 62 Pa.C.S. § 101, *et seq.* (the “**Procurement Code**”), and (ii) an “Emergency Motion for Preliminary Injunction” dated August 11, 2026 (the “**Second Motion**”) wherein Plaintiff seeks injunctive relief for Defendants’ alleged violations of the Cheltenham Township Home Rule Charter, 53 Pa.C.S. § 2901, *et seq.* (the “**Charter**”). As set forth

to establish a *prima facie* basis for injunctive relief. Specifically, Plaintiff has failed to establish (i) standing to pursue the injunctive relief requested in the Motions, and (ii) all of the requisite elements necessary to establish a clear and immediate right to injunctive relief. The Motions should, therefore, be denied without the need for a hearing.

A. The Court Can Deny the Motions Without a Hearing

In the Order, the Court has requested that Defendants cite to legal authority that would allow the Court to rule on the pending Motions without a hearing. *See* Order. Melrose respectfully submits that Rule 1531(a) and precedential Pennsylvania case law expressly permits the Court to **deny** a request for preliminary hearing ***without*** a hearing.

The Pennsylvania Superior Court has repeatedly “acknowledged that there is **no** absolute right to a hearing on a preliminary injunction.” *Morgan Trailer Mfg. Co. v. Hydraroll, Ltd.*, 759 A.2d 926 (Pa. Super. 2000)(emphasis added); *see also N.E.G. v. J.Z.M.*, 344 A.3d 1085 (Pa. Super. 2025)(“[t]his [C]ourt has acknowledged that there is no absolute right to a hearing on a preliminary injunction.”); *WPNT Inc. v. Secret Communication Inc.*, 661 A.2d 409, 441 (Pa. Super. 1995)(citing *Bell Fuel Corp. v. Cattolico*, 544 A.2d 450, 455 (Pa. Super. 1988) & *Franklin Decorators, Inc. v. Hende-Jon Furniture Showrooms, Inc.*, 489 A.2d 246 (Pa. Super. 1985)). A preliminary injunction may also be ruled upon “ ‘without a hearing, where necessary to protect the public interest’.” *Rupert v. Borough of Plum*, 337 A.2d 982 (Pa. Cmwlth. 2025)(citing *County of Carbon v. Panther Valley School Dist.*, 61 A.3d 326, 330 (Pa. Cmwlth. 2013)).

Pennsylvania Rule of Civil Procedure 1531(a) sets forth the procedure governing preliminary injunctions and expressly provides that the Court should determine whether a hearing is necessary based upon the averments and information presented by the moving party:

herein, the First Motion and the Second Motion (collectively, the “**Motions**”) are both without merit and fail to establish a right to immediate relief.

A court shall issue a preliminary or special injunction only after written notice and hearing unless it appears to the satisfaction of the court that immediate and irreparable injury will be sustained before notice can be given or a hearing held, in which case the court may issue a preliminary or special injunction without a hearing or without notice. ***In determining whether a preliminary or special injunction should be granted and whether notice or a hearing should be required, the court may act on the basis of the averments of the pleadings or petition and may consider affidavits of parties or third persons or any other proof which the court may require.***

Pa.R.C.P. 1531(a)(emphasis added).

Pennsylvania courts have interpreted that Rule to grant the Court the power and discretion to reject a request for an injunction hearing if the request fails to assert a *prima facie* case for an injunction, i.e., fails to satisfy the heavy burden of persuasion and to establish all six of the “essential prerequisites” for the granting of a preliminary injunction.³ See *Singer as Trustee of Michael Singer 2006 GST Exempt Trust for Jacob Singer v. Sinder, et al.*, 315 A.3d 91 (Table), 2024 WL 688282 (Pa. Super., February 20, 2024)(upholding denial of request for preliminary injunction without a hearing for movant’s failure to allege sufficient facts to establish all of the requisite elements).

The answer to the Court’s question – whether the trial court can deny a request for injunctive relief without a hearing – was recently addressed by the Superior Court in *Singer as Trustee, supra*. In *Singer as Trustee*, the appellant appealed an order denying a request for preliminary injunction on the basis that, *inter alia*, the trial court denied the request without a hearing. The Superior Court rejected appellant’s hearing argument and expressly ruled that pursuant to Rule 1531, the Court has the sole discretion “to conduct a hearing or not if the trial court is going to **deny** [a] preliminary injunction”, and “the decision to forego a hearing will be

³ As explained *infra*, if a movant fails to allege, or establish, any of the required elements for injunctive relief, the Court should deny the request without considering the remaining elements. See, e.g., *Summit Towne Centre, Inc. v. Shoe Show of Rocky Mount, Inc.*, 828 A.2d 995, 1000-01 (Pa. 2003).

reversed only where there is an abuse of discretion.” *Singer as Trustee*, 2024 WL 688282 at *6-7 (emphasis added; citing *Franklin Decorators, Inc. v. Hende-Jon Furniture Showrooms, Inc.*, 489 A.2d 246, 247 (Pa. Super. 1985)(finding no abuse of discretion in trial court’s refusal to grant a hearing on preliminary injunction where it was clear that plaintiff had an adequate remedy at law)). The Superior Court explained that the trial court did not abuse its discretion in denying the appeal without a hearing because the appellant failed to establish all of the requisite elements necessary for injunctive relief. *Id.*

In this case, like in *Singer as Trustee, supra*, the Court has the sole discretion to, and should, deny the Motions without a hearing because Plaintiff has failed to establish a *prima facie* basis for an injunction.

First, Plaintiff lacks standing to seek injunctive relief or its underlying claim.

Second, even if he had standing (which he does not), Plaintiff cannot establish all of the requisite elements necessary to establish a right to injunctive relief. As noted in *Summit Towne Centre, Inc. v. Shoe Show of Rocky Mount, Inc.*, 828 A.2d 995 (Pa. 2003), a movant must establish all six (6) requisite elements for an injunction, and if the moving party fails to establish any of those essential prerequisites, the request must be denied. *Id.* at 1000-01. Plaintiff has not, and cannot, do so. Plaintiff cannot demonstrate a clear right to relief, that greater injury will result without the injunction, or that the requested injunction is suited to abate the offending conduct.

The Court can, and should, deny the Motions – without a hearing – on purely legal issues (i.e., Plaintiff’s lack of standing to pursue the requested relief and failure to satisfy all of the required elements for an injunction), as the Court’s consideration does not require testimony or evidence, but a simple evaluation of the facts alleged in the Motions and the applicable law.

Since the Court has the ultimate discretion to deny the Motions based on the legal issues before it – *without* a hearing, the Court should do so for the reasons discussed below.

B. Plaintiff Lacks Standing to Pursue Injunctive Relief

As a threshold matter, the Court has the power to – and should – deny the Motions because Plaintiff lacks standing to pursue injunctive relief based on the legal theories asserted therein.⁴

Standing is the requirement that the person bringing an action be adversely affected by the matter they seek to challenge to assure that they are the appropriate party to bring the matter to judicial resolution. *See Drummond v. University of Pennsylvania*, 651 A.2d 572, 577 (Pa. Cmwlth. 1994). Under Pennsylvania case law, standing requires a litigant to demonstrate a substantial, direct, and immediate interest in the outcome of the litigation, rather than a remote or speculative concern. *See Boady v. Phila. Mun. Auth.*, 699 A.2d 1358, 1360-61 (Pa. Cmwlth. 1997). Furthermore, to have standing, the party must have an interest in the outcome of the suit which surpasses the common interest of all citizens in procuring obedience to the law. *Wm. Penn Parking Garage, Inc. v. City of Pittsburgh*, 346 A.2d 269 (Pa. 1975); *see also Boady*, 699 A.2d at 1362 (“[m]embers of the public are merely incidental beneficiaries of a governmental contract and have no actionable rights thereunder.”).

Here, Plaintiff suggests that he has standing as a “property taxpayer of Cheltenham”. *See* Second Motion, ¶1. That allegation fails to establish a substantial, direct, and immediate interest

⁴ As set forth above, the First Motion alleges a violation of the Procurement Code. Based on Plaintiff’s filing of the Second Motion (and subsequent Amended Complaint), it is believed that Plaintiff has “waived” and/or abandoned his arguments under the Procurement Code and is now proceeding solely under the Charter. To the extent that Plaintiff still seeks to argue that injunctive relief is appropriate for an alleged violation of the Procurement Code, Plaintiff lacks standing to assert such a claim for the reasons set forth in Melrose’s Response in Opposition to the First Motion (the “**Response to First Motion**”), a true and correct copy of which is attached hereto as **Exhibit “B”** and incorporated herein by reference. Specifically, as set forth in the Response to First Motion, Plaintiff lacks standing to protest a solicitation or award of a contract under the Procurement Code because he is not – and, at the time that he learned of the solicitation or award of the “Ground Lease” dated July 16, 2026 (the “**Lease**”), was not – an aggrieved “bidder”, “offeror”, “prospective bidder”, “prospective offeror”, or a “prospective contractor” thereunder. *See* Procurement Code, § 1711.(a), (1).

in the outcome of the litigation or an interest in the outcome of the suit that surpasses the common interest of all citizens in procuring obedience to the law. Plaintiff is neither a party to the Lease, nor a neighboring property owner suffering a particularized injury, nor otherwise directly affected by the transaction. Plaintiff simply has a generalized disagreement with Defendant Cheltenham Township (the “**Township**”) regarding the use and management of public property premised upon the speculative contention that the public treasury will be harmed. In other words, by his own admission, Plaintiff is nothing more than a member of the public who is an “incidental beneficiary of a governmental contract”, which interest is indistinguishable from that of every other township taxpayer. As noted in *Boady*, Plaintiff’s concern about the waste of tax revenue regarding the use of public property is too remote to establish standing. *See Boady*, 699 A.2d at 1361 (citing *Biester*, 409 A.2d at 851 (“[t]he prevention of a waste of tax revenue has been correctly held to be an interest which is not immediate because the detriment to the taxpayer is too remote since he is not directly or specifically affected by the loss. The prevention of a waste of tax revenue, under the circumstances presented, is merely the same interest all citizens have in having others comply with the law or the constitution.”)).

Nor does Plaintiff have standing under *Application of Biester*, 487 Pa. 438, 409 A.2d 848 (1979). Pursuant to the *Biester* test, a party without a substantial, direct or immediate interest may have standing to challenge the governmental action only where (i) governmental action would otherwise go unchallenged, (ii) those directly affected are beneficially affected, (iii) judicial relief is appropriate, (iv) redress through other channels is not available, and (v) no one else is better positioned to assert the claim. *See Application of Biester*, 409 A.2d 848, 851-53 (Pa. 1979). Notably, that test may only be applied “when a taxpayer is challenging obligations placed on the

general public or emoluments given through the exercise of governmental power imposed or given by general ordinances or statutes.” *Drummond*, 651 A.2d at 577-78.

Plaintiff has not, and cannot, establish that he has standing under the very rare exceptions of *Biester* or its progeny. While Plaintiff’s Amended Complaint purports to establish standing under *Biester*, the evaluation consists of nothing more than conclusory and unsubstantiated, and in some cases incorrect, allegations that fail to establish the necessary exceptions. For example, Plaintiff contends that no one else is better positioned to assert the claim or there are no other parties with a more direct interest. That contention is blatantly wrong as there are parties with a more direct interest, such as neighboring landowners, competing users of the property, or persons with contractual interests, all of whom could assert their own rights, assuming any legally cognizable claims existed. Plaintiff also ignores the fact that there are other avenues to challenge the Lease or the amounts for the underlying work, such as those with standing to raise claims under the prevailing wage act for work performed. Simply stated, Plaintiff has not alleged any facts that would distinguish him from any other taxpayer upset with the use of municipal funds as a potential “waste”. *See Biester*, 409 A.2d at 851-52 (where interest advanced by taxpayer was prevention of waste of tax revenue, the prevention of waste of tax revenue is merely the same interest all citizens have in having others comply with the law or the constitution).

Consequently, Plaintiff lacks standing to pursue his claim so the Court should deny the Motions without a hearing based on the legal precedent set forth in Section (A) above.

C. Plaintiff Cannot Establish the Requisite Elements for an Injunction

In order to obtain a preliminary injunction, which is the “most extraordinary form of relief” and “is to be granted only in the most compelling cases”, a plaintiff must establish all of the following elements: (i) the necessity to prevent immediate and irreparable harm not compensable in damages, (ii) that greater injury would result in refusing the injunction than granting it, (iii) that

granting the injunction would properly restore the parties to their status as it existed immediately before the alleged wrongful conduct, (iv) the moving party's right to relief is clear, and (v) the injunction is reasonably suited to abate such activity. *See Goodies Olde Fashion Fudge Co. v. Kuiros*, 597 A.2d 141, 144 (Pa. Super. 1991); *see also Warehime v. Warehime*, 860 A.2d 41, 46-47 (Pa. 2004); *Boehm v. Univ. of Penn. Sch. of Veterinary Med.*, 573 A.2d 575 (Pa. Super. 1990); *Alpha Tau Omega Fraternity v. Univ. of Penn.*, 464 A.2d 1349 (Pa. Super. 1983).

Failure to establish any of the aforementioned elements shall preclude the entry of an injunction. *See County of Allegheny v. Commonwealth of Pa.*, 544 A.2d 1305, 1307 (Pa. 1988); *Summit Towne Centre, Inc. v. Shoe Show of Rocky Mt., Inc.*, 828 A.2d 995, 1001 (Pa. 2003).

1. Plaintiff Cannot Prevail on the Merits

Plaintiff's entire claim is premised upon the contention that the Township failed to engage in competitive bidding for the Lease. *See* Second Motion, ¶6. In support of the argument, Plaintiff relies exclusively on an improper interpretation of the Charter and irrelevant case law relating to prevailing wages.⁵ Contrary to Plaintiff's arguments, the Charter expressly exempts the Lease from competitive bidding so the law governing the payment of prevailing wages has no application to this matter.

As a threshold matter, Plaintiff fails to recognize the distinction between the Charter and the Pennsylvania Prevailing Wage Act, 43 P.S. § 165-1, *et seq.* (the "**Prevailing Wage Act**"). The Charter alone governs when and if public bidding is required. The Prevailing Wage Act governs

⁵ As set forth above, Plaintiff's requests for injunctive relief are a constant "moving target". Plaintiff initially proceeded under the argument that the Township was in violation of the Procurement Code (as argued in his First Motion), but seemed to abandon that argument after Melrose pointed out – in its Response to First Motion – that the Procurement Code is inapplicable. Plaintiff then filed the Second Motion, which made no mention of the Procurement Code and was based entirely on a newly raised argument under the Charter. Regardless of Plaintiff's ever changing positions and attempts to "throw everything at the wall to see what sticks", Plaintiff has no basis for injunctive relief under the Procurement Code for the reasons set forth in Melrose's Response to First Motion, which is incorporated herein by reference.

only the amount, and value, of the *wages* to be paid if a project utilizes public funds. One controls the process, the other the purse. There is no need for the Court to consider the Prevailing Wage Act (or any cases interpreting those laws) because it is inapplicable to the question of whether bidding is required.⁶

As was developed at the Status Conference held by the Court on August 12, 2026 (the “Conference”), Plaintiff’s argument relies on a game of misdirection by focusing the Court entirely on Section C1207.C(4) of the Charter. Plaintiff conveniently ignores Section C1207.C(3) of the Charter entirely, which is dispositive of this issue. That section of the Charter expressly and unambiguously exempts any and all contracts relating to the Township’s use of real property (such as the Lease) from competitive bidding:

C. All contracts exceeding two thousand five hundred dollars (\$2,500.) shall be awarded after competitive bidding to the lowest responsible bidder where the township is purchaser and the highest responsible bidder where the township is seller, *except that competitive bidding need not be required for the following contracts:*

(3) *Contracts relating to the acquisition or use by the township of real property.*

See § C1207.C(3)(emphasis added).

There can be no dispute that the Lease is a contract relating to the Township’s use of the Property. Thus, the Township was not required to engage in competitive bidding for the Lease under the Charter.

⁶ The Prevailing Wage Act provides a specific process for third-party challenges to the amount of wages paid to contractors under contracts subject to the Act. It does not control or in any way address whether a bid is required in connection with those contracts.

Notably, Plaintiff's failure to consider the exception in §C1207.C(3) of the Charter flies in the face of the law governing statutory interpretation. Pennsylvania courts have consistently held that "...as a general matter, governmental agencies are entitled 'great weight' in their interpretation of legislation they are charged to enforce." *Broussard v. ZBA of Pittsburgh*, 907 A.2d 494, 500 (Pa. 2006) (citing *Federal Deposit Ins. Corp. v. Board of Finance and Revenue*, 84 A.2d 495, 499 (Pa. 1951) (finding contemporaneous construction of a statute by those charged with its execution is entitled to great weight and should not be disregarded or overturned except for cogent reasons, and unless it is clear the construction is erroneous) (citing *Logan v. Davis*, 34 S.Ct. 685, 690 (U.S. 1914))). In discussing the deference standard, the *Federal Deposit* court noted that, where a statute "calls for a choice of one out of two or more possible constructions" the Statutory Construction Act, 46 P.S. §551, provides that one of the critical factors in determining legislative intent is "legislative and administrative interpretations of such law." *Federal Deposit*, 84 A.2d 495, 499. *See also Cmwlth v. Paine*, 56 A. 317, 318 (Pa. 1903) (contemporaneous interpretation by those charged with enforcement of a provision is "always significant to the true meaning").

As demonstrated by the Township's conduct in connection with the Lease and arguments asserted in defense of this matter, as well as the information relayed to the public (i.e., the FAQ exhibits submitted by Plaintiff with his Second Motion), the Township has interpreted §C1207.C(3) of the Charter, and the reference to contracts relating to the "use by the Township of real property", to apply to the Lease and the Township's use of its own property, i.e., the Property, for Melrose to access and construct the pool improvements. The Township's reliance on §C1207.C(3) of the Charter clearly supports the position that the Lease is exempt from public bidding under that Section, and Plaintiff's failure to even address §C1207.C(3) of the Charter

should be accepted as an admission that he has no legitimate argument to refute the application or interpretation of that Section.

Plaintiff's reliance upon Section C1207.C(4) of the Charter is also unavailing and inaccurate. Section C1207.C(4) relates to the lease or sale of property owned by the Township and requires a "system for obtaining independent appraisals ... to assure adequate compensation ...". *See* § C1207.C(4). Plaintiff's "appraisal" argument is a bit confusing as he is not challenging, and cannot challenge, the price the Township paid for the Property, which Plaintiff concedes was donated to the Township at no cost, or the amount paid by Melrose to access the Property to construct the improvements. Plaintiff, rather, challenges the amount of the "Improvement Payment", i.e. the costs for the construction of improvements to be built on the Property. *See* Second Motion, ¶5. That payment is not a payment by the Township for the sale or the lease of property so as to implicate the requirements of §C1207.C(4).

More importantly, Plaintiff's argument that no appraisals exist in connection with the Improvement Payment is disingenuous. As developed at the Conference, the Township *did* perform feasibility studies – which are the equivalent of an appraisal – regarding the repair or replacement of the Township's existing pool. Specifically, Defendants introduced at the Conference a 2023 Feasibility Study and 2024 Feasibility Study (collectively, the "**Reports**") as "Thacker 1" and Thacker 2", respectively. *See* Thacker 1 and Thacker 2, true and correct copies of which are attached hereto as **Exhibits "C" and "D"**, respectively. The public Reports – which were not rebutted or challenged by Plaintiff at the Conference – are undisputed evidence of the Township's feasibility assessment and appraisal outlining the costs to either renovate the existing pool to extend its life expectancy another 5 years (at the cost of \$3.3 million - \$4.3 million; Thacker 1, p. C-87, C-88, I-1), construct a new facility at the existing pool location (at the cost of \$6 million

- \$8 million, Thacker 1, p. J-1), construct a new outdoor pool complex as part of a centralized campus (at the cost of \$5 million - \$7 million; Thacker 1, p. K-1 through N-1), detailed costs to renovate the existing pool (at the cost of \$3.8 million; Thacker 1, Appendix A , R-1 Conklin Pool page), and costs to build an entire new complex at the existing location (at the cost of \$6.1 million; Thacker 2, pp.'s 13 and 19). Thus, even assuming *arguendo* that an appraisal was required under the Charter, which is denied, the Township complied with that obligation *anyway* vis-à-vis the Reports to demonstrate that the Improvement Costs for the construction of the new pool facilities are substantially better than the costs to repair or replace the existing pool.

2. Greater Injury Will Result if the Requested Relief is Granted

Plaintiff generally alleges that greater injury will result from denying the injunction because it would simply pause the project. *See* Second Motion, ¶11 (“Plaintiff cleanly (sic) satisfies all six essential prerequisites for the issuance of a preliminary injunction”). Plaintiff, however, fails to contemplate the impact of an injunction on the greater public. That is because the requested injunction would detrimentally impact the public.

The undisputed facts demonstrate that as of today, the Township has two (2) municipal pools. One of those pools requires significant repairs that far exceed the value of the pool; costly repairs could shutter the pool at any time, a possibility that grows as the pool continues to age. The Township has executed the Lease for the construction of a replacement pool and did so at this time to ensure that the proposed pool improvements would be constructed timely and that the Township would be able to have two (2) fully operational pools in time for the 2027 season.

If construction is delayed, the proposed pool will not be completed for the 2027 season, and the Township may not be able to accommodate the swimming needs of the community. The loss of a second pool would detrimentally impact the Township and all of its residents. One, the

Township's other pool cannot accommodate the swimming needs of the entire Township (which is why there were 2 pools). That would leave many residents without the ability to go to a Township pool.

Second, the loss of the use of a second pool could have devastating economic consequences on the Township. Not only would the Township lose the revenue generated from a second pool, but the Township may never recover from the loss of its pool patrons. Residents that go elsewhere in 2027 may not return to the Township for future seasons, thereby putting the Township at financial risk in the future.

Clearly, the Township and the general public would suffer greater harm by the request to pause the construction of the pool improvements.

3. The Proposed Injunction is Not Suited to Abate the Offending Conduct

The requested injunction is not suited to abate the alleged offending conduct.

Plaintiff's relief is premised upon patently false allegations regarding the timing of public funds. Plaintiff contends, albeit improperly, that the Township will be using public funds in connection with the construction activities under the Ground Lease. *See* First Motion, ¶6(a) ("Once construction begins . . . the illegal spending cannot be easily undone, causing irreversible harm to the public treasury".) That claim is directly contradicted by the terms of the Lease, which expressly provide that the Township does ***not*** have to pay any funds until Melrose completes construction. *See* Lease, §3(c). Pursuant to the Lease, Melrose is required to construct all improvements at its sole cost and expense. *Id.* at §3(a). That means no public funds will be used in the construction of the improvements.

Thus, the requested injunction to enjoin Melrose from performing, and paying for, the construction activities is not suited to abate the effort to prevent the Township from using funds in connection with the project

CONCLUSION

Stated plainly, Plaintiff's submissions fail to establish a right to injunctive relief. Pursuant to Pa.R.C.P. 1531 and the relevant law, the Court can, and should, deny the request for injunctive relief because Plaintiff has failed to allege sufficient facts to establish a *prima facie* basis for injunctive relief.⁷

Respectfully submitted,

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: /s/ Daniel R. Utain, Esquire
DANIEL R. UTAIN, ESQUIRE
AMEE S. FARRELL, ESQUIRE
JESSICA B. MILLER, ESQUIRE
Attorneys for Defendant
Melrose Pool LLC

Dated: August 21, 2026

⁷ If the Court finds that there are disputed issues of fact, the Court will need to schedule a hearing to permit Plaintiff the opportunity to prove all of the requisite elements.

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: Daniel R. Utain, Esquire

Amee S. Farrell, Esquire

Jessica B. Miller, Esquire

Attorney I.D. Nos. 85619, 93338, 338443

910 Harvest Drive

P. O. Box 3037

Blue Bell, PA 19422-0765

610-941-2582/610-941-2547/610-941-2549

dutain@kaplaw.com/afarrell@kaplaw.com/jmiller@kaplaw.com

Attorneys for Defendant, Melrose Pool LLC

SAMUEL THACKER, Individually and	:	COURT OF COMMON PLEAS
on behalf of the Taxpayers of Cheltenham	:	MONTGOMERY COUNTY, PA
Township,	:	
<i>Plaintiff,</i>	:	NO. 2026-17632
	:	
v.	:	
	:	
CHELtenham TOWNSHIP and	:	
MELROSE POOL LLC	:	
<i>Defendants.</i>	:	

CERTIFICATE OF SERVICE

I hereby certify that a copy of the foregoing “Defendant Melrose Pool LLC’s Memorandum of Law in Opposition to Plaintiff’s Emergency Motions for Preliminary Injunction” was caused to be sent via e-mail, on the date stated below, to the addressees stated below, at the addresses stated below:

Samuel Thacker, *Pro Se*
7805 Woodlawn Avenue
Elkins Park, PA 19027
Sam.thacker@gmail.com
Pro Se Plaintiff

John P. Gonzales, Esquire
Marshall Dennehey, P.C.
2000 Market Street
Suite 2300
Philadelphia, PA 19103
jpgonzales@mdwccg.com
Attorneys for Defendant Cheltenham Township

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: /s/ Daniel R. Utain, Esquire
DANIEL R. UTAIN, ESQUIRE
AMEE S. FARRELL, ESQUIRE
JESSICA B. MILLER, ESQUIRE
Attorneys for Defendant
Melrose Pool LLC

Dated: August 21, 2026

EXHIBIT “A”

IN THE COURT OF COMMON PLEAS OF MONTGOMERY COUNTY, PENNSYLVANIA
CIVIL DIVISION

SAMUEL THACKER

No.: 2026-17632

v.

CHELTENHAM TOWNSHIP AND
MELROSE POOL, LLC

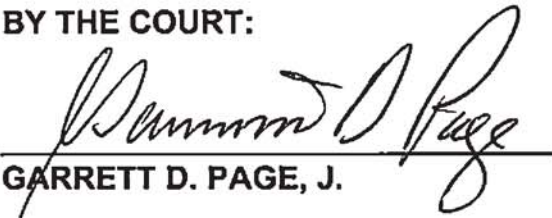
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in
ORDER

AND NOW, on this *12* day of August 2026, upon consideration of Plaintiff's Motion for Preliminary Injunction (Seq. 1) and after having a Status Conference on the same, it is hereby **ORDERED and DECREED** that parties are to file Memoranda of Law no later than **Friday, August 21, 2026**.

It is **FURTHER** ordered that the Defendants **SHALL** cite legal authority to permit the Court to rule on the pending Preliminary Injunction(s), without a hearing, in their Memorandum.

BY THE COURT:


GARRETT D. PAGE, J.

This Order has been E-Filed.
Copies via Prothonotary to:
All Parties of Record
Copies via Chambers to:
Court Administration – Civil Division

EXHIBIT “B”

IN THE COURT OF COMMON PLEAS OF MONTGOMERY COUNTY, PENNSYLVANIA
CIVIL ACTION – LAW

THACKER, SAMUEL
vs.
CHELTENHAM TOWNSHIP

NO. 2026-17632

COVER SHEET OF RESPONDENT

Date of Filing August 11 2026

Respondent DEFENDANT MELROSE
POOL LLC

Counsel for Respondent DANIEL R. UTAI, ESQUIRE, AMEE S. FARRELL, ESQUIRE, JESSICA B. MILLER, ESQUIRE
338443

Counsel's email address: DUTAIN@KAPLAW.COM, AFARRELL@KAPLAW.COM, JMILLER@KAPLAW.COM

Document Filed (Specify) PLAINTIFF'S EMERGENCY PETITION FOR PRELIMINARY
INJUNCTION FILED ON JULY 22, 2026

RULE RETURN DATE of Motion 08/11/2026

07/23

IN THE COURT OF COMMON PLEAS OF MONTGOMERY COUNTY,
PENNSYLVANIA

SAMUEL THACKER, Individually and	:	COURT OF COMMON PLEAS
on behalf of the Taxpayers of	:	MONTGOMERY COUNTY, PA
Cheltenham Township,	:	
<i>Plaintiff,</i>	:	NO. 2026-17632
v.	:	
	:	
CHELtenham TOWNSHIP and	:	
MELROSE POOL LLC	:	
<i>Defendants.</i>	:	

ORDER

AND NOW, this _____ day of _____, 2026, upon consideration of Plaintiff's Emergency Motion for Preliminary Injunction, and Defendants' responses thereto, it is hereby **ORDERED** that the Motion is **DENIED**.

BY THE COURT:

J.

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: Daniel R. Utain, Esquire

Amee S. Farrell, Esquire

Jessica B. Miller, Esquire

Attorney I.D. Nos. 85619, 93338, 338443

910 Harvest Drive

P. O. Box 3037

Blue Bell, PA 19422-0765

610-941-2582/610-941-2547/610-941-2549

dutain@kaplaw.com/afarrell@kaplaw.com/jmiller@kaplaw.com

Attorneys for Defendant, Melrose Pool LLC

SAMUEL THACKER, Individually and	:	COURT OF COMMON PLEAS
on behalf of the Taxpayers of	:	MONTGOMERY COUNTY, PA
Cheltenham Township,	:	
<i>Plaintiff,</i>	:	NO. 2026-17632
v.	:	
	:	
CHELtenham TOWNSHIP and	:	
MELROSE POOL LLC	:	
<i>Defendants.</i>	:	

**RESPONSE OF DEFENDANT MELROSE POOL LLC TO PLAINTIFF'S
EMERGENCY PETITION FOR PRELIMINARY INJUNCTION**

Defendant Melrose Pool LLC, by and through its undersigned counsel, hereby responds to Plaintiff's Emergency Motion for Preliminary Injunction ("**Motion**") as follows:

1. Admitted in part, denied in part. It is admitted that Plaintiff filed a Complaint. The Complaint is a writing that speaks for itself, and any characterization thereof is a conclusion of law and denied.

2. Admitted in part, denied in part. It is admitted that the document attached to Plaintiff's Complaint is a document entitled "Ground Lease". The remainder of the allegation is a characterization of the Complaint and the Ground Lease attached thereto, which are writings that speak for themselves, and any characterization thereof is a conclusion of law and denied.

3. Denied. The averment is a characterization of the Ground Lease attached to the Complaint, which is a writing that speaks for itself, and any characterization thereof is a conclusion of law and denied.

4. Denied. The averment is a conclusion of law to which no response is required. By way of further response, any characterization that the Commonwealth Procurement Code (62 Pa.C.S. §101, *et. seq.*), or the bidding process referenced therein, applies to the landlord/tenant relationship between the Defendants is denied. To the contrary, the Commonwealth Procurement Code does not apply to the leasehold business relationship between the Defendants, nor has Plaintiff alleged any facts to establish standing to assert a claim under the Procurement Code.

5. Denied. The averment is a conclusion of law to which no response is required.

AS TO "LEGAL STANDARDS FOR INJUNCTION"

6. Denied. The averment is a conclusion of law to which no response is required. By way of further response, Plaintiff has failed to establish any of the requisite elements for the imposition of a preliminary injunction. For example, Plaintiff has not alleged sufficient facts to establish standing under the Pennsylvania Procurement Code or any facts to establish that he has exhausted the administrative remedies required by the Code.

a. Denied. The averment is a conclusion of law to which no response is required. By way of further response, the suggestion that public funds will be used in the near future is patently false and in direct contradiction to the terms of the Ground Lease. To the contrary, pursuant to the terms of the Ground Lease, the Township has no obligation until all improvements are completed, which will not occur until 2027.

b. Denied. The averment is a conclusion of law to which no response is required.

c. Denied. The averment is a conclusion of law to which no response is required. By way of further response, it is denied that the public bidding requirements of the Procurement Code apply, that Plaintiff has standing to allege any alleged violation of the Procurement Code, and/or that Plaintiff has exhausted the requisite administrative remedies. To the contrary, Plaintiff has not, and cannot, establish the public bidding requirements of the Procurement Code apply or that he has standing to pursue this matter.

d. Denied. The averment is a conclusion of law to which no response is required. By way of further response, it is denied that greater injury will result from denying this request for injunctive relief. To the contrary, greater injury will result if the Court grants the requested relief as it may deprive the residents of Cheltenham Township of the use of a community pool for the 2027 pool season.

e. Admitted in part, denied in part. It is admitted that the Ground Lease was executed on July 15, 2026, no construction has begun, and no public funds have been used. The remainder of the allegation is a conclusion of law and denied.

WHEREFORE, Defendant Melrose Pool LLC respectfully requests the Court to deny the Motion.

Respectfully submitted,

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: /s/ Daniel R. Utain, Esquire
DANIEL R. UTAIN, ESQUIRE
AMEE S. FARRELL, ESQUIRE
JESSICA B. MILLER, ESQUIRE
Attorneys for Defendant
Melrose Pool LLC

Dated: August 11, 2026

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: Daniel R. Utain, Esquire

Amee S. Farrell, Esquire

Jessica B. Miller, Esquire

Attorney I.D. Nos. 85619, 93338, 338443

910 Harvest Drive

P. O. Box 3037

Blue Bell, PA 19422-0765

610-941-2582/610-941-2547/610-941-2549

dutain@kaplaw.com/afarrell@kaplaw.com/jmiller@kaplaw.com

Attorneys for Defendant, Melrose Pool LLC

**SAMUEL THACKER, Individually and
on behalf of the Taxpayers of
Cheltenham Township,**

COURT OF COMMON PLEAS
MONTGOMERY COUNTY, PA

NO. 2026-17632

Plaintiff,

v.

**CHELTENHAM TOWNSHIP and
MELROSE POOL LLC**

Defendants.

CERTIFICATE OF SERVICE

I hereby certify that a copy of the foregoing “Response of Defendant Melrose Pool LLC to Plaintiff’s Emergency Petition for Preliminary Injunction”, with accompanying Memorandum of Law, was caused to be sent via e-mail, by the undersigned on the date stated below, to the addressee(s) stated below at the address(es) stated below:

Samuel Thacker, *Pro Se*
7805 Woodlawn Avenue
Elkins Park, PA 19027
Sam.thacker@gmail.com
Pro Se Plaintiff

Jahlee J. Hatchett, Esquire
Marshall Dennehey
2000 Market Street
Suite 2300
Philadelphia, PA 19103
JJHatchett@mdwcg.com
Attorneys for Cheltenham Township

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: /s/ Daniel R. Utain, Esquire
DANIEL R. UTAIN, ESQUIRE
AMEE S. FARRELL, ESQUIRE
JESSICA B. MILLER, ESQUIRE
Attorneys for Defendant
Melrose Pool LLC

Dated: August 11, 2026

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910 Harvest Drive

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dutain@kaplaw.com/afarrell@kaplaw.com/jmiller@kaplaw.com

Attorneys for Defendant, Melrose Pool LLC

SAMUEL THACKER, Individually and	:	COURT OF COMMON PLEAS
on behalf of the Taxpayers of	:	MONTGOMERY COUNTY, PA
Cheltenham Township,	:	
<i>Plaintiff,</i>	:	NO. 2026-17632
v.	:	
	:	
CHELtenham TOWNSHIP and	:	
MELROSE POOL LLC	:	
<i>Defendants.</i>	:	

**MEMORANDUM OF LAW OF DEFENDANT MELROSE POOL LLC IN OPPOSITION
TO PLAINTIFF'S EMERGENCY PETITION FOR PRELIMINARY INJUNCTION**

Defendant Melrose Pool LLC ("**Melrose**"), by and through its undersigned counsel, hereby submits the following Memorandum of Law in opposition to Plaintiff's Emergency Motion for Preliminary Injunction ("**Motion**");

I. MATTER BEFORE THE COURT

The matter before the Court is Plaintiff's Motion seeking to enjoin Melrose from commencing construction and development work under a certain "Ground Lease" dated July 16, 2026 (the "**Lease**") between Defendant Cheltenham Township (the "**Township**") and Melrose, which Lease involves Melrose's construction of a municipal swimming pool, accessory building, and other improvements on property owned by the Township.

II. STATEMENT OF QUESTIONS PRESENTED

1. Whether the Motion should be denied because Plaintiff has not alleged, and cannot establish, the requisite elements to obtain a preliminary injunction?

(Suggested Answer: Yes)

III. FACTUAL BACKGROUND

Plaintiff alleges that, on July 15, 2026, the Township and Melrose executed the Lease, which provides that Melrose is required to construct municipal swimming pools and a 5,000 square foot accessory building on the Township's land. *Id.*, ¶ 7. Plaintiff's claim is premised entirely on the contention that Defendant Cheltenham Township ("**Township**") failed to comply with the competitive bidding requirements of the Commonwealth Procurement Code, 62 Pa.C.S. § 101, *et seq.* (the "**Procurement Code**") prior to executing the Lease. Plaintiff seeks preliminary injunctive relief to enjoin Melrose from commencing construction of the improvements because of imminent risk of the release of public funds. As explained in more detail below, Plaintiff's request is futile.

IV. ARGUMENT

In order to obtain a preliminary injunction, which is the "most extraordinary form of relief" and "is to be granted only in the most compelling cases", a plaintiff must establish all of the following elements: (i) the necessity to prevent immediate and irreparable harm not compensable in damages, (ii) that greater injury would result in refusing the injunction than granting it, (iii) that granting the injunction would properly restore the parties to their status as it existed immediately before the alleged wrongful conduct, (iv) the moving party's right to relief is clear, and (v) the injunction is reasonably suited to abate such activity. *See Goodies Olde Fashion Fudge Co. v. Kuiros*, 597 A.2d 141, 144 (Pa. Super. 1991); *see also Warehime v. Warehime*, 860 A.2d 41, 46-

47 (Pa. 2004); *Boehm v. Univ. of Penn. Sch. of Veterinary Med.*, 573 A.2d 575 (Pa. Super. 1990); *Alpha Tau Omega Fraternity v. Univ. of Penn.*, 464 A.2d 1349 (Pa. Super. 1983).

Failure to establish any of the aforementioned elements shall preclude the entry of an injunction. See *County of Allegheny v. Commonwealth of Pa.*, 544 A.2d 1305, 1307 (Pa. 1988); *Summit Towne Centre, Inc. v. Shoe Show of Rocky Mt., Inc.*, 828 A.2d 995, 1001 (Pa. 2003).

In this case, Plaintiff cannot establish the requisite elements for a preliminary injunction.

A. Plaintiff Cannot Demonstrate a Clear Right to Relief

As mentioned above, Plaintiff's claim is premised entirely on the contention that Township failed to comply with the competitive bidding requirements of the Procurement Code prior to executing the Lease. Plaintiff's claims are without merit for at least three (3) grounds – (i) Plaintiff lacks standing to assert a claim under the Procurement Code, (ii) the Lease is exempt from bidding requirements, including those under the Procurement Code, and (iii) Plaintiff has failed to exhaust the mandatory administrative remedies required by the Procurement Code.

1. Plaintiff Lacks Standing to Pursue his Claim

Pursuant to the Procurement Code, an individual has a right to protest a solicitation or award of a contract *only* if the individual is an aggrieved “bidder”, “offeror”, “prospective bidder or offeror”, or “prospective contractor”:

§ 1711.1 Protests of solicitations or awards.

- (a) Right to protest.** – *A bidder or offeror, a prospective bidder or offeror or a prospective contractor that is aggrieved in connection the solicitation or award of a contract ... may protest to the head of the purchasing agent in writing.*

(l) Applicability. – This section shall be the exclusive procedure for protesting a solicitation or award of a contract by *a bidder or offeror, a prospective bidder or offeror or a solicitation or award of a contract...*

Id., § 1711.1(a), (1)(emphasis added).

Here, Plaintiff fails to allege any facts establishing that Plaintiff is – or, at the time that he learned of the solicitation or award of the Lease, was – an aggrieved “bidder”, “offeror”, “prospective bidder”, “prospective offeror”, or a “prospective contractor”. *Id.* Rather, Plaintiff generally alleges that he has “direct taxpayer standing to protect the municipal treasured under the Biester test”, which is insufficient to establish standing to assert a claim for purported violations under the Procurement Code.¹ *See* Complaint, ¶ 2.

Since Plaintiff lacks standing to file a challenge under the Procurement Code, Plaintiff cannot succeed on the merits.

2. The Township Did Not Have to Engage in Competitive Bidding

Plaintiff also cannot establish that the Township was required to engage in competitive bidding for the Lease.

The Procurement Code and its bidding procedures are inapplicable to the Lease. Section 102 of the Procurement Code provides that claims thereunder apply to transactions in the Commonwealth undertaken by “Commonwealth agencies”. *See* Procurement Code, § 102(a). Pursuant to Section 103 of the Procurement Code, a “Commonwealth agency” is defined as “[a]n executive agency, an independent agency or a State-affiliated entity” – all of which are specifically defined as follows:

“Executive agency.” The Governor and the departments, board, commissions, authorities and other officers and agencies of the Commonwealth. The term does not include any court or other officer or agency of the unified judicial system, the General Assembly and its officers and agencies or any independent agency or State-affiliated entity.

¹ Plaintiff also seeks to pursue this claim on behalf of “all taxpayers of Cheltenham Township”. That claim does not cure Plaintiff’s standing problem.

“Independent agency.” Boards, commissions and other agencies and officers of the Commonwealth which are not subject to the policy supervision and control of the Governor. **The term does not include any** State-affiliated entity, any court or other officer or agency of the unified judicial system, the General Assembly and its officers and agencies, any State-related institution, ***political subdivision*** or any local, regional or metropolitan transportation authority. Comm

“State-affiliated entity.” A Commonwealth authority or a Commonwealth entity. The terms includes the Pennsylvania Turnpike Commission, the Pennsylvania Housing Finance Agency, the Pennsylvania Municipal Retirement System, the Pennsylvania Infrastructure Authority, the State Public School Building Authority, the Pennsylvania Higher Education Facilities Authority and the State System of High Education. **The term does not include any** court or other officer or agency of the unified judicial system, the General Assembly and its officers and agencies, any State-related institution, ***political subdivision*** or any local, regional or metropolitan transportation authority.

Id., § 103(emphasis added).

As alleged in the Complaint, the Township is a political subdivision, which does not meet the definition of a “Commonwealth agency” under Section 103 of the Procurement Code. *See* Complaint, ¶ 3; *see also* Procurement Code, § 103. Additionally, part II of the Procurement Code pertains to a “Government Agency”, which includes “any institution which receives state funds directly or indirectly for the construction as defined in Section 103 (relating to definitions)”. *See* 62 Pa.C.S. § 3901. In this case, however, Plaintiff has not alleged, and cannot allege, that “State funds” were received, or used, for the construction underlying the Lease. Thus, the Complaint fails entirely to establish that the Procurement Code applies to the leasehold business relationship between the Township and Melrose.

Moreover, other municipal governances provide that contracts relating to real property, including leases (or, as applicable here, the Lease), are expressly exempt from competitive bidding. The Township has adopted a Home Rule Charter in accordance with 53 Pa.C.S. §§’s 2901-3171,

which permits a municipality to adopt governing standards providing the power and process to, *inter alia*: (i) contract and be contracted with, (ii) buy, sell, lease, hold and dispose of real and personal property, and (iii) appropriate and expend moneys. *See* 53 Pa.C.S. § 2964. The Cheltenham Home Rule Charter, at Article XII, Financial Administration, specifically provides that competitive bidding is not required for the following contracts, *inter alia*: (i) contracts relating to the acquisition or use by the township of real property, and (ii) contracts relating to the lease or sale by the township of real property owned by it, provided that a system for obtaining independent appraisals is developed and utilized so as to assure that the township is obtaining adequate compensation. (§ C1207.C). In other words, contracts relating to real property, including leases – such as the Lease –, are expressly exempt from competitive bidding.

Since the Township was not required to engage in competitive bidding for the Lease, Plaintiff cannot prevail on his claim.

3. Plaintiff has Failed to Exhaust Administrative Remedies

Assuming, *arguendo*, that the Procurement Code was applicable to the Lease and Plaintiff had standing to pursue such a claim, Plaintiff cannot pursue any claim under the Procurement Code because he has failed to exhaust his administrative remedies.

The doctrine of exhaustion of administrative remedies requires that a person challenging administrative decisions first exhaust all adequate and available administrative remedies before seeking relief from the courts. *See Empires Sanitary Landfill, Inc. v. Department of Environmental Resources*, 684 A.2d 1047, 1053 (Pa. 1996); *see also Heffner Funeral Chapel & Crematory, Inc. v. Department of State, Bureau of Professional and Occupations Affairs*, 824 A.2d 397, 400 (Pa. Cmwlth. 2003). The purpose of this exhaustion requirement is to prevent premature judicial intervention in the administrative process and ensure that claims will be addressed by the body

with expertise in the area. *See Lehman v. Pennsylvania State Police*, 839 A.2d 265, 275 (Pa. 2003); *see also Empire Sanitary Landfill*, 684 A.2d at 1053. As a result, where the Legislature has provided an administrative procedure to challenge and obtain relief from an agency's action, failure to exhaust that remedy bars the Court from hearing claims for relief with respect to that agency action. *See Heffner Funeral Chapel & Crematory*, 825 A.2d at 402.

When there has been a failure to exhaust the administrative remedies in place, the issue will not be ripe for judicial intervention and must be dismissed. *See Faldowski v. Eight Four Mining Co.*, 725 A.2d 843, 846 (Pa. Cmwlth. 1998); *see also Heffner Funeral Chapel & Crematory*, 825 A.2d at 402; *Lehman v. Pennsylvania State Police*, 839 A.2d at 475; *Empires Sanitary Landfill, Inc. v. Department of Environmental Resources*, 684 A.2d at 1053.

Here, Plaintiff has failed to exhaust his administrative remedies because he has failed to allege – and cannot allege – that he has complied with the Procurement Code. Pursuant to Section 1711.1(b) of the Procurement Code, no action by a “prospective bidder or offeror” alleging a violation of the Procurement Code may be maintained *unless and until* the prospective bidder or offeror has filed a protest with the requisite administrative agency:

§ 1711.1 Protests of solicitations or awards.

(b) Filing of protest. – If the protestant is a bidder or offeror or a prospective contractor, the protest *shall* be filed with the head of the purchasing agency within seven days after the aggrieved bidder or offeror or prospective contractor knew or should have known of the facts giving rise to the protest except that in no event may a protest be filed later than seven days after the date the contract was awarded. If the protestant is a prospective bidder or offeror, a protest *shall* be filed with the head of the purchasing agency prior to the bid opening time or the proposal receipt date. *If a bidder or offeror, a prospective bidder or offeror or a prospective contractor fails to file a protest or files an untimely protest, the bidder or offeror, the prospective bidder or offeror or offeror or the prospective contractor shall*

be deemed to have waived its right to protest the solicitation or award of the contract in any forum. Untimely filed protests shall be disregarded by the purchasing agency.

Id., § 1711.1(b)(emphasis added).

Notwithstanding those requirements, Plaintiff's Complaint is entirely devoid of any allegations establishing that Plaintiff exhausted his administrative remedies under Section 1711.1 of the Procurement Code. *Id.* For example, the Complaint does not, and cannot, allege any facts establishing that Plaintiff filed a protest with the requisite administrative remedy, which is a prerequisite for a claim under the Procurement Code. *Id.*

Accordingly, Plaintiff's claim is not ripe because Plaintiff failed to exhaust his administrative remedies. *See Empires Sanitary Landfill, Inc. v. Department of Env'tl. Resources*, 684 A.2d at 1053 (the doctrine of exhaustion of administrative remedies requires that a person challenging administrative decisions first exhaust all adequate and available administrative remedies before seeking relief from the courts); *see also Faldowski v. Eight Four Mining Co.*, 725 A.2d at 846 (when there has been a failure to exhaust the administrative remedies in place, the issue will not be ripe for judicial intervention and must be dismissed).

B. Greater Injury Will Result if the Requested Relief is Granted

Plaintiff generally alleges that greater injury will result from denying the injunction because it would simply pause the project. *See Motion*, ¶6(d). Plaintiff, however, fails to contemplate the impact of any such "pause" on the greater public. That is because the requested "pause" would detrimentally impact the public.

As of today, the Township has two (2) municipal pools. One of those pools requires significant repairs that far exceed the value of the pool and may be permanently shuttered at the end of this season. The Township has executed the Ground Lease for the construction of a replacement pool and did so at this time to ensure that the proposed pool improvements would be

constructed timely and that the Township would be able to have two (2) fully operational pools in time for the 2027 season.

If construction is delayed, the proposed pool will not be completed for the 2027 season, and the Township may not be able to accommodate the swimming needs of the community. The loss of a second pool would detrimentally impact the Township and all of its residents. One, the Township's other pool cannot accommodate the swimming needs of the entire Township (which is why there were 2 pools). That would leave many residents without the ability to go to a Township pool.

Second, the loss of the use of a second pool could have devastating economic consequences on the Township. Not only would the Township lose the revenue generated from a second pool, but the Township may never recover from the loss of its pool patrons. Residents that go elsewhere in 2027 may not return to the Township for future seasons, thereby putting the Township at financial risk in the future.

Clearly, the Township and the general public would suffer greater harm by the request to pause the construction of the pool improvements.

C. The Requested Injunction is Not Suited to Abate the Offending Conduct

The requested injunction is not suited to abate the alleged offending conduct.

Plaintiff's relief is premised upon patently false allegations regarding the timing of public funds. Plaintiff contends, albeit improperly, that the Township will be using public funds in connection with the construction activities under the Ground Lease. *See* Motion, ¶6(a) ("Once construction begins . . . the illegal spending cannot be easily undone, causing irreversible harm to the public treasury".) That claim is directly contradicted by the terms of the Ground Lease, which expressly provide that the Township does not have to pay any funds until Melrose completes construction. *See* Lease, §3(c). Pursuant to the Ground Lease, Melrose is required to construct all

improvements at its sole cost and expense. *Id.* at §3(a). That means no public funds will be used in the construction of the improvements.

Thus, the requested injunction to enjoin Melrose from performing, and paying for, the construction activities is not suited to abate the effort to prevent the Township from using funds in connection with the project.

V. CONCLUSION

For all of the foregoing reasons, Melrose respectfully requests the Court to deny Plaintiff's Motion.

Respectfully submitted,

KAPLIN STEWART MELOFF REITER & STEIN, P.C.

By: /s/ Daniel R. Utain, Esquire
DANIEL R. UTAIN, ESQUIRE
AMEE S. FARRELL, ESQUIRE
JESSICA B. MILLER, ESQUIRE
Attorneys for Defendant
Melrose Pool LLC

Dated: August 11, 2026

EXHIBIT “C”



Cheltenham Township

Township Facilities Study
October 18, 2023

Eight East Broad Street
Hatfield, PA 19440-2401
215.368.5806

Cheltenham Township Township Facilities Study

October 18, 2023



BOARD OF COMMISSIONERS

Ward 1 – Matthew Areman
Ward 2 – Dwight Pedro Lewis
Ward 3 – Brad M. Pransky
Ward 4 – Ann L. Rappoport
Ward 5 – Daniel B. Norris
Ward 6 – Mitchel Zygmund-Felt
Ward 7 – Irv Brockington

ADMINISTRATION

Township Manager – Alyson Elliott

PROJECT TEAM

KCBA Architects

Eric Gianelle, AIA – Principal-In-Charge
Rick Stamper, AIA – Project Manager

Re:Vision

Drew Lavine, AIA – Partner + Director of Design

Snyder Hoffman Associates

Nicholas Kaintz, PE – Mechanical Engineer
Drew Niper, PE – Electrical Engineer
Kevin Fegley, PE – Plumbing Engineer

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The team of KCBA Architects, Re:Vision (architects and sustainability consultants), and Snyder Hoffman Associates (mechanical engineers), would like thank the board, administration, staff, and the community of Cheltenham Township for the opportunity to undertake this township-wide facility assessment and design study. We are excited about the results of our collective efforts and hope this report will be a helpful tool in implementing an optimal long-term strategy for your facilities.

Purpose of Study

The Township over the course of its history has been the beneficiary of an assortment of properties and buildings that have been used to host and house various functions and services for the community. Over the course of this history, the facilities have aged and are now in need of attention. The purpose of this study is to evaluate the existing conditions, current uses of the facilities, and needs of the programming in the facilities. The goal is to enable the Township to develop an informed long-term strategy to address these needs in a financially responsible and sustainable way that supports and invests in the future of the Township.. This includes identifying strategies to reduce operating costs and assure optimal long-term facility functionality. Master plan design concepts have been developed and studied in order to facilitate a realistic expectation of associated costs, so that the Township can plan accordingly.

There are four primary objective areas for the study:

1. Assess aging facilities – The facilities were evaluated through the lenses of maintaining as-is with incremental improvements, adaptive reuse (significant and holistic renovation to bring up to modern standards), and reconstruction in the same location. In all scenarios, rough order of magnitude costs were developed for comparison. It is critical to understand the extent of deferred maintenance and/or outdated systems and construction before determining future decisions for properties.
2. Invest in a fiscally strategic way – There are existing facilities in the township's inventory with significant operational and programmatic challenges. These need to be identified and then remediated or potentially divested if incapable of serving as a sustainable investment. Further, the Township owns buildings either without a functional use, or a use that is not a legitimate revenue source to sustain ownership. In these cases, divestment should also be considered. Finally, with an extensive inventory of buildings, there are redundancies with similar programs or uses occurring in multiple places. As the Township looks

forward, a goal will be to optimize facilities to reduce operational costs..

3. Provide first class facilities for residents, taxpayers, and Township staff – In addition to providing high quality services for residents, the Township should position itself competitively amongst neighboring and regional Townships for attraction and retention of residents and businesses. To do this, facilities need to meet functional and programmatic needs, be adaptable for future change, and represent the Township’s unique historic and cultural identity.
4. Reinforce, encourage, and build a desirable, sustainable, and resilient community – Critical to this is maintaining and celebrating neighborhood identities through community-centered upgrades. Buildings and programs should foster opportunities for residents to also engage with those who are not in their immediate neighborhood but who are fellow Cheltenham Township residents. Further, sustainability should be integrated in holistic, cost-effective, and meaningful ways to create facilities which are responsible, efficient, inspiring, and educational. At the same time, facilities must prepare for climate variability with resilience strategies to meet the challenges of our present and future. Finally, facilities must be welcoming and universally designed to meet the diverse needs of all residents..

Process

The design team began by conducting an architectural/engineering analysis of selected existing buildings which encompassed items such as overall site and building functionality, general condition and maintenance needs, code compliance, energy efficiency, and security protocols.

The design team met with representatives from various departments to identify spatial and programmatic needs. Current and future needs were identified. The comparison of existing conditions contrasted to the expressed needs was then used to develop new program requirements, which in turn was used to aid in design concepts and developing project budgeting options.

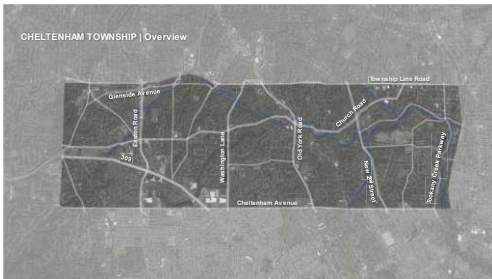
This research was then evaluated to aid in the development of potential master plan scenarios. These scenarios included alternatives across the inventory of properties encompassing strategies such as campus

Cheltenham Township Introduction

reconfiguration, building renovation/ expansion, new construction, departmental co-location, and combinations thereof. Budgets were then developed reflecting the potential costs of these master plan design scenarios.

Cheltenham Township Existing Facilities Report Summary

Summary:



Cheltenham Township Map

Cheltenham Township was founded in 1682 and has a rich and diverse history. Over the course of this history, the Township has come to own multiple properties which vary in type, size, age and function. They also vary in condition. They have served the Township well over the course of time, and at this time, it is evident that these properties need to be assessed in regard to their physical condition, safety, fiscal liabilities, programming needs (as many buildings are being outgrown) and future potential for adapting to changing uses.

The properties included as part of this study are:

The Breyer Estate Property (8230 Old York Road)

- Consists of the Original Breyer Estate Home which currently houses Township Administration Services
- The Police Department
- The Emergency Medical Services Building
- The Tax office (Former District Court Office)



Breyer Estate Property – Admin Building

Rowland Community Center/Library (Myrtle and Elm Aves.)



Rowland Community Center

La Mott Community Center/Library (Willow & Sycamore Aves.)



La Mott Community Center

Cheltenham Township
Existing Facilities Report Summary



Glenside Memorial Hall

Glenside Memorial Hall
(Keswick Ave. & Waverly Rd.)



Glenside Library

Glenside Library
(Keswick Ave. & Waverly Rd.)



Elkins Park Library

Elkins Park Library
(Church Rd. & Forest Ave.)



Glenside Pool

Glenside Pool
(Keswick Ave. & Waverly Rd.)



Conklin Pool

Conklin Pool
(Church & Yew Rd.)

Cheltenham Township
Existing Facilities Report Summary



Public Works Facility

Public Works Facility
(8101 Old York Rd.)



Public Works Facility

Arts Center
(Ashbourne Rd.)



Public Works Facility

Shovel Shop
(300 Ashbourne Rd.)

Cheltenham Township Existing Facilities Report



Breyer Estate Property – Admin Building

History of Administration Building:

The Henry W. Breyer Sr. House was built in 1915. It is constructed of stone and wood and is a large 2-1/2 story, irregularly shaped home. It was purchased by the Township in 1956 and converted into office space. It was placed on the National Register of Historic Places in 2004.

Building Statistics:

Size of Building: 21,951 sf

Size of Site: Approximately 2 acres

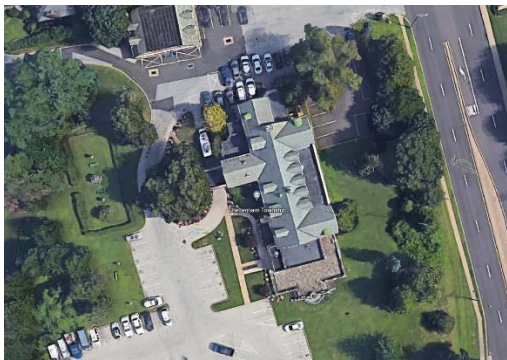
Zoning District: The property is located in the MU1 – Mixed Use District

Site:

General Characteristics:

The site has prime real estate along Old York Road, and the building is set back generously from the road. The site at the south end drops in elevation and has some steep slopes. It is also located at an intersection where the road gently bends down slope on Spur Road.

Vehicular Circulation & Parking: With all the functions on this site, parking is problematic. There are two entries and exits from the site, one at Old York Road, and one at Westminster Road. There is also one dedicated exit onto Old York Road out of the Police parking area. The main public entry/exit from Old York Road is problematic for several reasons: It is coming off of a four-lane major artery with significant vehicular speed; the elevation of the property and being offset with Foxcroft complicates entrance and egress; as one comes into the site, they immediately encounter two drives into staff parking areas that are offset, and then funnels traffic right in front of the Police building without providing any room for deceleration. The police parking is often double stacked creating tight conditions. This tight condition is further exasperated by the EMS building encroaching into the drive.



Aerial View of Township Admin Building



View of Main Entry into Site

Cheltenham Township Existing Facilities Report

Issues to Consider:

The condition is unsafe for Township employees and visitors.

Entrance by visitors can be disorienting and difficult to navigate.

Site circulation is mixed with Police, EMS, Township Staff, and the Public. This increases the potential for accidents.

A limited de-acceleration lane on Old York Road can increase potential of accidents on Old York Road and within the access drive that enters directly into a congested parking area. Acceleration and deceleration lanes along with site distance analysis should be considered.

Potential for bottlenecks due to the parking situation could lead to delayed emergency response times.



Exterior stone construction

Pedestrian Circulation: Sidewalks are present on both Old York Road and Westminster Road, however, these sidewalks do not continue into the site. One must walk along the parking lot drives, which at the main entry is particularly dangerous. Bus stop is at road edge at main entry drive.

Issues to Consider:

Pedestrian access on campus is limited to walking through the parking lot. Provide sidewalks that are ADA compliant and can safely move people to the building and throughout the site.

The township allows Beth Sholom to use parking lot for overflow. This could add to potential conflicts with EMS and Police.



Exterior egress stair

Building Exterior:

Stone wall construction: The structure of the building is stone. As such, the exterior walls are not insulated to today's standards. The masonry joints are cracked in many places and in need of repair. Masonry walls in the basement level allow water infiltration into the building.

Cheltenham Township Existing Facilities Report



Fenestration

Issues to Consider:

Repoint stone mortar joints of the building so all areas are brought up to the same level and the appearance is consistent.

Wash the stone exterior with power wash equipment.

It is reported that water runs through the a crawl space every time it rains, and that water enters through the wall at various other locations. Water mitigation and infiltration needs to be addressed.



Slate shingles, dormers and flat roof areas

Exterior Stairs: There is a set of metal emergency egress stairs. These require constant maintenance and painting so they don't rust. They do not meet current codes or ADA requirements. They are not covered, thus are unsafe to exit in inclement weather. They have recently been closed due to unsafe conditions.

Issues to Consider:

These types of stairs are generally not safe and need a lot of maintenance. Consideration should be given to providing a means of egress stair that is enclosed and is protected from the elements.



Polished stone floor with carpet runners

Fenestration and Wood Trim: Some of the windows were replaced at one time with vinyl windows. These replacement windows are old and breaking. Original windows are in fair condition but are not insulated. Wood Trim is rotting and in serious need of repair and painting.

Issues to Consider:

All windows need to be replaced. Wood trim should be removed and replaced with a weather resistant trim material.



Example of wall-to-wall carpeting

Roof: The roof consists of original slate shingles, and some flat roof areas. Staff reports issues with both roof types leaking.

Cheltenham Township Existing Facilities Report



Example of structural creep in beam

Issues to Consider:

Slate shingles last a long time, but they are difficult to replace when they fall off. Due to its historical status, slate shingles may have to remain, however, asphalt shingles that look like slate should be considered for a full roof replacement. Flat roof areas and associated flashings should also be replaced at the time of renovation.



Example of wood paneling/wainscot with plaster walls

Building Interior:

General: Air quality testing was done that showed mold growth in various areas throughout the basement and storage rooms on the third floor. Due to continuing leaks, it is suspected that mold growth could be spread throughout the building.

Issues to Consider:

A thorough investigation should be done to determine the extent and type of mold. This should then be remediated and all sources of the mold (moisture) addressed. This may involve having to do destructive investigations that look in walls and concealed spaces.



Example of exterior plaster walls in need of patching/refinishing

Flooring: The flooring materials and conditions vary. There are spaces with historic polished stone floors, spaces with wood flooring, and other areas where wall to wall carpeting has been installed over wood floors. The restrooms have 1"x1" tile that is dated, and one bathroom even has wall to wall carpet. Some areas in the basement have VCT tile. Polished stone floor areas, although beautiful, have rubber runner carpets placed on them to help absorb water to prevent slips and falls. The condition of the wood floors varies. Wall-to-wall carpeting is worn and needs to be replaced.

Issues to Consider:

Replace wall-to-wall carpeting.

Replace tile in restrooms (will need to be done when restrooms are made ADA accessible).



Example plaster ceiling with surface mounted light fixtures and wire molding

Cheltenham Township Existing Facilities Report



Example of historic wood paneling

Find a creative way to address the polished stone areas that respects the historical character while establishing a non-slip condition.

Address the wood flooring on a room-by-room basis.

Floors: Floor structure is wood beams/joists. Some exposed steel beams were observed in the basement. Wood structure that spans a distance and bears load tends to creep over time. It is evident in many areas that this has occurred, which causes the floors and/or ceilings to dip. In addition, it is important to note that the floor elevations change and are at multiple levels between the main floor levels. This makes accessibility very difficult, because this cannot be achieved with one elevator but would require multiple elevators and/or lifts. Being that this is a public building, it is important to have accessibility to all areas.

Issues to Consider:

This structure was intended to be a home. Commercial use warrants evaluation of structural integrity and supplemental structure provided as needed to meet current building codes. This, however, is very complicated in a three-story building with a basement, as all loads need to be transferred directly to a foundation. In today's code, residential Live Load is 40 PSF and Dead Load varies between 10 - 30 PSF. In Office use, Live Load is 65 – 110 PSF and Dead Load varies between 35-50 PSF. Thus the load requirement variation from residential to office use is significant.



Example of inefficient use of space – reception desk in a corridor, multiple offset floor levels and ornamental stair railings do not meet code

Walls: Exterior walls are solid stone with plaster and/or wood furring on the interior. Interior walls are a combination of solid stone bearing and wood framed walls. All original walls are made of plaster and have a variety of finishes including painted plaster, wood paneling, wainscot, and tile in some areas. There are numerous areas where the plaster is disintegrating and/or does not hold paint due to moisture penetration.

Issues to Consider:

Exterior walls need to be insulated to meet current energy codes. Removal of any existing plaster/wood furring should occur, so that new stud walls can be installed with the proper amount of



Example of making use of existing spaces

Cheltenham Township Existing Facilities Report

insulation. The exterior stone walls should all be treated with a clear sealer/water proofing to help prevent moisture migration.

Interior walls should be patched with an appropriate material to match the adjacent areas.

Keeping the historic wood paneling and trim and preserving/restoring it in locations where the exterior walls need to be insulated, will add cost. However, matching the historic molding profiles and maintaining the historical elegance should be considered.

Ceilings: It appears that the vast majority of ceilings are original plaster. Some rooms have acoustical tile suspended ceilings. Light fixtures are surface mounted on the plaster ceilings. Emergency fixtures located in the ceilings are fed with surface mounted wire molding. In many areas the plaster has visible cracks.

Issues to Consider:

In order to perform the renovation work that would be required, the plaster ceilings would need to be removed in order to access the structure and run new electrical, plumbing and HVAC. Drywall ceilings can replace the plaster ceilings where future access is not needed or trying to maintain the original historical look of a space. Integration of suspended acoustical tile should be considered for other ceiling areas.

General layout and use of spaces: The floor plan being designed as a grand home is not well suited for Township Administration Office use. There are many inefficiencies regarding the use of space. In an existing structure such as this, it is difficult to remove walls and define new spaces within the given constraints. As a result, the Township has used the spaces as they currently exist. This use of space is not ideal for the daily operations of the Township.

Also, in a Township Administration building it is preferred to have designated public areas and areas that are intended for staff only. Creating these types of separation within the given framework is difficult to achieve.

Cheltenham Township Existing Facilities Report

Issues to Consider:

A clear division between public and staff areas should be incorporated so that proper security can be implemented. Departments should be secured from public access. Movement between departments for staff should also remain in the staff dedicated areas without intermixing with the general public. This will be difficult to achieve working within the constraints of the existing building.

Currently, there is no defined separation between public and staff areas. Circulation of staff is difficult without engaging in public areas. In some areas of the building, staff share restrooms with the public. These are serious safety concerns that need to be addressed in some manner.

Design of spaces that are suited to the use and daily operations of the Township should be considered in order to provide a positive and productive work environment. Promote good sightlines and easy access for residents and visitors.

Code compliance: Even though the building may have been adapted at the time the Township took occupancy in 1956, it falls far short from today's codes.

Renovation of the building in order to be properly occupied by the Township would involve the need to bring everything up to current code standards. This would include:

- evaluating the structure for the proposed use and providing any supplemental structure as needed.
- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also mean that the exterior walls and roof would need to be insulated, and all windows replaced with insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to be made accessible. This means providing an elevator

Cheltenham Township Existing Facilities Report

and other means of reaching offset levels. Also, the majority of restrooms are not ADA compliant. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required. Site modifications to provide an accessible route from the parking areas to the building would also be required. In addition, more than 50% of the exterior doors would need to meet ADA requirements.

- Meeting the plumbing code. All the plumbing would need to be replaced.

Issues to Consider:

In order to meet current codes, and to meet the Township needs, extensive renovation work would be required. The cost of the renovation work should be weighed against the cost of a new building and the inherent benefits.

The historic nature and meaning of the building needs to be taken into consideration and weighed against the long term upkeep costs associated with an old structure that the Township would have to bear.

The old building was not designed with the necessary chases between floor levels for mechanicals and today's required technology. The historical character, structure, and floor plan configuration makes this a difficult task to accomplish.

Township should lead by example. While the Township could look for exceptions to the code, becoming energy efficient and sustainable is a good role model for the community and neighboring Townships.



Mechanical systems in basement

Mechanical System Description

General:

Due to the age of the building, many of the mechanical systems have been repaired and replaced over the course of time. The following is a description of the current systems and recommendations.

Cheltenham Township Existing Facilities Report



Window Air Conditioner

HVAC:

Central Heating Plant: The heating plant consists of a gas fired low pressure cast iron section boiler. The boiler is over ten years old and is connected to the original radiators and piping. Feedwater for the boiler is provided by a feedwater system consisting of a storage tank and single electric feedwater pump. Steam distribution is a mix of threaded steel and copper piping with float and thermostatic traps. The feed water system is scheduled for replacement. There is only one thermostat for the whole building. This is problematic as this leads to some rooms being too hot and other rooms being too cold. As a result, window AC units will be running in the middle of winter, thus adding to the energy costs. Staff has reported various leaks within the piping, radiators, pressure and relief valves throughout the building.

Terminal Heating Equipment: Cast iron steam radiators are located throughout the facility. Radiators include a manual control valve.

Air Conditioning: Cooling is provided by split air handling units, ductless mini-splits, and window air conditioners.

Split air handling units are located in the basement, serving the board room, and in a closet in the main entry area. The board room unit includes steam heating coil and serves the board room and adjacent spaces through underfloor duct distribution. The closet unit is cooling only with a single air discharge location.

The air handling units, condensing units, and split systems are at the end of their useful life. Insulation on ductwork is in poor condition. Lastly, no means of mechanical ventilation were noted.

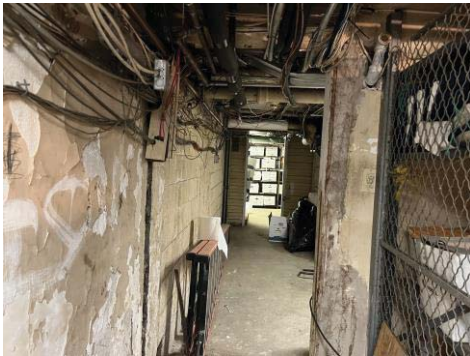
There is also a concern that with multiple units running at the same time, it could lead to over taxing the buildings old wiring and electrical service. It was also noted that the way the system is set up, humidity is a constant issue. This humidity can help promulgate mold growth.

Temperature Controls: The facility has no central control system. The equipment operates with self-contained electric controls.

Cheltenham Township Existing Facilities Report



Electrical equipment amongst water piping



Wiring in the basement



Existing Panelboard in basement with
cloth insulated conductors

There is only one thermostat to control the boiler. This leads to wide varying temperature and humidity ranges throughout the building. The air quality has been reported as a source of staff illnesses.

Issues to consider/recommendations:

The HVAC systems are operable and reasonably maintained for its age. However, it is an antiquated system which is beyond its useful life. It is inefficient and temperature control is problematic given the system configuration. A means of providing clean air needs to be provided.

The system should be replaced in its entirety with a multi-zone heat pump system with an energy recovery ventilator for ventilation. This will enable thermostatic control in each space and will provide ventilation air to the spaces. In addition, a building management system shall be installed to supervise operation of the HVAC system.

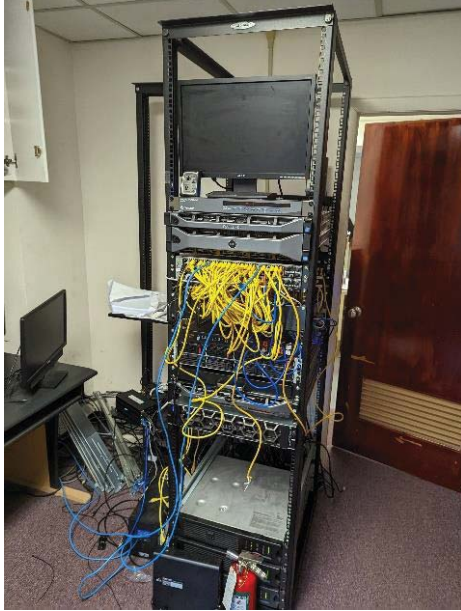
Electrical System Description:

Electrical Distribution: The electrical service originates from a PECO pole. The electrical service drops underground, from the PECO pole to an exterior transformer to the 400A 120/240V disconnect ahead of a full building transfer switch. The service is 120/240V 1PH 3W. The transfer switch feeds a 600A Eaton distribution panelboard dated July 2006. Some of the newer panels in the basement are from 2006 which were installed at the same time as the generator. There are multiple older panelboard generations throughout the building of multiple manufacturers. Cloth insulated conductors were observed in the older panels. Romex and SE cable were also observed in basement in exposed areas which is not code compliant. Many of the observed conductors are not properly supported.

Emergency Generator: The building is equipped with an exterior 125KW 120/240V 1PH 3W generator. The generator feeds a single 400A full building Asco 300 series transfer switch. There is no separation of life-safety items as required by current code.

Lighting System: Interior lighting fixtures have mostly been upgraded to LED, however, there are multiple types of fixtures. Most fixtures are surface mounted troffers with some decorative

Cheltenham Township Existing Facilities Report



Data Rack in the MDF

pendants. Exterior building mounted light fixtures are incandescent with fluorescent replacement lamps. Exterior site lighting utilizes LED fixtures. No automatic lighting controls were observed for interior lighting.

The building does not have complete coverage for emergency lighting. A few battery packs were observed in the building.

The light fixtures appear to be in working condition. Replacing these with new LED fixtures will reduce maintenance and provide energy savings. Code required automatic lighting controls should be installed to comply with current electrical codes.

Multiple different types and manufacturers of exit signs are installed in the building. The majority of these exit signs are functioning.

Data/Network System: The building's data network infrastructure is CAT5 cable. There is a single Main Distribution Frame (MDF) with one data rack. There are no Intermediate Distribution Frames (IDF). Wireless Access Points (WAP) and hard network drops were observed around the building. In many spaces the hard network drops no longer corresponded with the equipment they were serving. In many of these cases, a long patch cord was routed around the room or along the ceiling to plug into the device it was serving. Coax jacks were observed in some spaces but don't appear to be active; It is recommended to remove these if they are no longer in use. There are copper data connections to other buildings on the campus which results in poor bandwidth between buildings. Much of the observed cabling is not properly supported.

Fire Alarm System: The existing fire alarm system is an old Fire Lite system. This is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. There does not appear to be complete audio/visual coverage of the building. The fire alarm system appears to be in poor condition and past its serviceable life.

Intercom System: There are wall mounted speakers located in several spots throughout the building which appear connected to an old, abandoned intercom system. Recommend removing system if no longer in use.



Existing Intercom Speaker

Cheltenham Township Existing Facilities Report



Phone and security panels

Issues to consider/recommendations:

The electrical distribution equipment that precedes the 2006 replacement panel is past its serviceable life and should be replaced along with all branch circuits that utilize cloth covered conductors and Romex. All existing conductors should be properly supported.

The generator system should be replaced with a new generator and transfer switches including a dedicated life-safety branch to meet current codes.

All lighting should be replaced and upgraded to LED type fixtures with code compliant controls.

It is recommended that the existing intercom systems be upgraded to newer systems including a non-centralized I.P. intercom system if an intercom system is desired by the Township.

It is recommended the fire alarm system be replaced with a modern system with complete building coverage as required according to the current codes.

The data system should be upgraded to a cat6A standard and fiber between buildings should be added to increase bandwidth capabilities. All existing data cabling should be properly supported.

Plumbing System Description:

Domestic Water Service: The building has been provided with public domestic water service. The main Domestic water service for the building includes a water meter and backflow preventer. Some leakage or condensation drip was observed and insulation was removed from the service piping. It was also noted that potable water often comes out of the pipes in a rusty color. This is indicative to corrosion somewhere in the system.

Septic/Sewage: The building drainage system is served by public sewer system.

Domestic Water Heating: The building hot water heating system is reaching the end of its expected service life.

Cheltenham Township Existing Facilities Report



Various plumbing components in basement

Fuel Gas system: The building has been provided with natural gas service.

Plumbing Fixtures: Plumbing fixtures within the building are in poor condition.

Sanitary Drainage: The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping. Constant sewer backups have been reported. The sewer lines are suspected to have breaks, slipped joints and/or collapsed pipes.

Domestic Water Supply System: Domestic water supply piping is primarily copper piping and is reaching the end of its expected service life.

Fire Protection: The building has no sprinkler protection.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of its expected useful life.

Overall, most plumbing fixtures within the building are in poor condition but many areas do not include "accessible" fixtures complying with all current ADA/ANSI A117.1 requirements. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

Cheltenham Township Existing Facilities Report

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a "fully sprinklered" building.

Cheltenham Township Existing Facilities Report



View of building from entrance drive that passes the Township building

History of Police Building:

The Police building was constructed in 1974. It was reroofed and had a decorative mansard roof added in 2012.

Building Statistics:

Size of Building: 10,010 sf, two story building

Size of Site: Approximately 2 acres

Zoning District: The property is located in the MU1 – Mixed Use District

Site:

General Characteristics:

The site has prime real estate along Old York Road, and the building is set in the corner of the property backed up against two property lines, and then constrained by parking and the entrance drive that bisects the site. Although the building is part of the overall Breyer site, it is very limited, and has no place where they could expand to meet their needs.

Vehicular Circulation & Parking: With all the functions on this site, parking is a real concern. There are two entries and exits from the site, one at Old York Road, and one at Westminster Road. There is also one dedicated exit onto Old York Road out of the Police parking area. The main public entry/exit from Old York Road is problematic, as one immediately encounters two drives into staff parking areas that are offset, and then funnels traffic right in front of the Police building without providing any room for deceleration. Adequate parking is not provided, thus the police parking is often double stacked creating a tight condition for vehicular circulation. This tight condition is further exasperated by the EMS building encroaching into the drive, creating a 3-way bottleneck, which reportedly has resulted in many near misses.

For Police facilities, it is standard good practice to have separate parking areas for the fleet (typically secured), the staff personnel, and the public. This helps avoid awkward and/or dangerous

Cheltenham Township Existing Facilities Report

situations. Police should be able to respond quickly without worrying about who they may run over in their parking lot. It is also good to have their personal vehicles separated from the public, so that they are not approached when either coming or going from work. The disjunct parking arrangement and being bisected by the public entry drive, results in a mishmash and comingling of all these different types of vehicles. This combined with the fact that there is no Sally Port to safely and securely transfer detainees, creates a dangerous condition given the close proximity of the Township building, residential neighbors, office buildings, the synagogue and major road thoroughfare.

Issues to Consider:

The condition is unsafe for Township Employees and for visitors alike. Staff reports multiple blind spots when entering and exiting that are cause for "near misses".

Entrance by visitors can be disorienting and difficult to navigate.

Designated parking areas should be created and clearly defined.

How detainees are brought into the building needs to be considered so that the process is not on public display, while simultaneously creating a secure means of transfer.

Pedestrian Circulation: Sidewalks are present on both Old York Road and Westminster Road, however, these sidewalks do not continue into the site. One must walk along the parking lot drives, which at the main entry is particularly dangerous. Drives are not wide enough for two vehicles, or a vehicle with pedestrian traffic, especially considering that large vehicles are often required to access the site.

Issues to Consider:

Provide sidewalks that can safely move people to the building.

Address the entry drive situation, so that a wider vehicular circulation path is created.

Cheltenham Township Existing Facilities Report



View of Brick Veneer

Building Exterior:

Brick wall construction: The structure of the building is CMU block wall construction with brick veneer. The brick veneer appears to be in good condition. Stress cracking was observed around the building.

Fenestration: The windows on the first level were replaced around 25 years ago and are starting to degrade in performance. The windows on the lower level are original to the building.

Issues to Consider:

Due to the close proximity to the residential neighbors, visual sight lines through the windows into the police building exist and could prove to be problematic. Having windows is not an issue if the building is generally separated and is surrounded by random transient traffic, however, being so close to the neighbors, the opportunity exists for someone to be able to study the habits and routines of the officers.

All windows should be replaced. Tinting windows could also be considered to help limit sight into the building.



View of Mansard Roof

Roof: The Building has a flat roof with a decorative shingle mansard roof that runs the entire perimeter and on the main floor level is approximately 4 feet off of the ground. The shingled mansard roof appears to have been recently replaced and is in good condition. The flat roof was replaced approximately 10 years ago and is in fair condition.

Issues to Consider:

Address any roof issues as they arise.

Cheltenham Township Existing Facilities Report



View of Terrazzo Floor

Building Interior:

Flooring: The flooring materials and conditions vary. The main hallways are terrazzo, the remainder of main spaces are VCT tile flooring and/or tile carpet squares, and the rest rooms are ceramic tile. Utility spaces have exposed sealed concrete. Terrazzo appears to be in good condition. The VCT flooring is mostly in fair condition, and there are some areas where it is in poor condition. The carpeted areas are worn and dirty.

Issues to Consider:

Clean flooring that is in good or fair condition. Replace VCT flooring that is visibly worn and/or broken. Replace carpet.



View of VCT flooring and CMU block walls

Interior Walls: Interior walls are almost all CMU block walls and are in good condition.

Issues to Consider:

With the interior walls/partitions being made out of block, any modification to the floor plan and rearrangement of walls is costly and labor intensive. This was also noted in the 2011 Feasibility Study, which added significantly to the proposed renovation costs.

Ceilings: The ceilings in the non-secure areas are suspended Acoustical Tile. The majority of these need to be replaced due to prolonged exposure to humidity.

Issues to Consider:

Replace the Acoustical Tile ceilings where needed.

General layout and use of spaces: The building was designed to be a police station, and as such has functioned sufficiently over the years. However, they are out growing their space which is making daily operations more difficult and cramped. In addition, the growing requirements of the accreditation process requires that more space be added in order to achieve accreditation. The current floor plan also does not have a Sally

Cheltenham Township Existing Facilities Report

Port, so the process of bringing in detainees is problematic. The detainees are on “public display” being brought in from the parking lot, which also creates potential for unsafe situations. The locker rooms are of deficient size for the amount of active personnel. Also, the arrangement of the locker rooms is such that if the door is opened, sightlines exist where the restrooms and showers are visible from the corridor.

Issues to Consider:

Given the fact that additional space is needed, and there is no space for this building to expand (due to being backed into the property lines, zoning setback lines and the parking/drives), a new building for the police department should be considered. Expanding vertically is an option but is quite involved structurally. In addition, the police activities would need to be relocated for an extended period of time, which is logistically difficult and costly. With this approach, all the other deficient attributes of the location are likely to remain. A new building and location that is capable of meeting all the current day needs should be considered.

Code compliance: There are numerous areas where the existing building does not meet current code requirements. Most of these are related to ADA requirements.

Issues to Consider:

In order to meet current codes, and ADA requirements, many doorways and restrooms would need to be adjusted. As previously noted, adjusting walls and doorways in CMU block walls is costly and labor intensive.

Mechanical System Description

A mechanical survey/assessment was not performed on this building as the programmatic needs combined with the fact there is no way to meet these needs at the current location, due to property line and other site constraints.

Even though an engineering assessment has not been performed, Township Staff has reported that the HVAC system is

Cheltenham Township Existing Facilities Report

old and at the end of its lifespan and in need of replacement. Building occupants frequently report issues with the system. These issues have resulted in extensive maintenance and repairs to keep them running. The sanitary sewer system has also been reported to constantly having issues that requires constant jetting.

2011 Police Administration Building Expansion Feasibility Study

In 2011 the Township conducted a feasibility study to assess the possible expansion of the police building. At that time a one-story addition of 18,489 square feet was proposed as an option to meet their growing needs. This was estimated to cost \$5.24 million. According to government inflation data, today this addition would cost \$7.1 million. A two-story addition of 16,364 square feet was also proposed as an option. Due to the complexity of building a second story on an existing building, this addition was estimated at a cost of \$7.03 million. According to government inflation data, today this second story addition would cost \$9.5 million.

Cheltenham Township Existing Facilities Report



EMS building

History of Emergency Medical Services Building:

The EMS building was constructed in 1915 serving as the original carriage house for the Breyer estate. The EMS has occupied the building since 1982.

Building Statistics:

Size of Building: 4,268 sf, 1 1/2 story building

Size of Site: Approximately 2 acres

Zoning District: The property is located in the MU1 – Mixed Use District

Site:

General Characteristics:

The site has prime real estate along Old York Road, and the EMS building is set against the property line, and then constrained by parking and the entrance drives that all converge in front of the building. Although the building is part of the overall Breyer site, it is very limited, and has no place where they could expand to meet their needs.

Vehicular Circulation & Parking: With all the functions on this site, parking is problematic. There are two entries and exits from the site, one at Old York Road, and one at Westminster Road. There is also one dedicated exit onto Old York Road out of the Police parking area. The EMS building is at the convergence of multiple drives and is exposed and vulnerable. This creates an unsafe condition for visitors in the parking lot, and for the rapid exiting of the EMS vehicles in an emergency.

There is no clearly defined area for staff parking, and no available parking adjacent to the building.

Issues to Consider:

The condition is unsafe for Township Employees and for visitors alike. Staff reports multiple blind spots when entering and exiting that are cause for “near misses”.

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Entrance by visitors can be disorienting and difficult to navigate.

Pedestrian Circulation: Sidewalks are present on both Old York Road and Westminster Road, however, these sidewalks do not continue into the site. One must walk along the parking lot drives, which at the main entry is particularly dangerous. There is also no public entrance into the building for the public.

Issues to Consider:

Provide sidewalks that can safely move people to the building.

The building is too small to accommodate public visitors.

Structural Issues:

The building is structurally unsound due to corroded structural steel beams and has been condemned. It is unsafe to occupy. In addition, the floors are uneven and not level, there is no ADA access and no elevator. In light of these issues, no further investigations were carried out.

Issues to Consider:

A new building/location will be needed to house the EMS services.

Additionally, the size of the building does not adequately serve EMS. The size of the garage bays are too short to accommodate standard height ambulances, which requires the Township to special order ambulances at additional cost and delivery time to the Township.

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Tax Annex Building

History of Tax Annex Building:

The Tax Annex Building was originally built as the District Courthouse in 1978.

Building Statistics:

Size of Building: 2,095 sf, 1 story building

Size of Site: Approximately 2 acres

Zoning District: The property is located in the MU1 – Mixed Use District

Site:

General Characteristics:

The building is located towards the southern end of the property in the middle of the site at the edge of where the steep slopes start.

Vehicular Circulation & Parking: It sits on the end of a dead-end parking lot that is shared with the Township Administration building. Parking is often tight and maxed out. One must drive through the entire site to get to the building. There are three parking spaces designated for the tax office.

Issues to Consider:

The building is not the easiest to access or to leave. A new parking lot layout with more generous sized spaces and clearly defined two directional aisle ways could help improve the experience.

Pedestrian Circulation: There are no sidewalks serving this building.

Issues to Consider:

Provide sidewalks that can safely move people to the building.

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Brick, Stucco and siding

Building Exterior:

Framed wall construction: The building has several types of exterior cladding. Brick on the main façade, stucco on the secondary walls, and some horizontal aluminum siding on the roof gable end walls. The brick veneer and stucco appear very dirty.

Issues to consider:

The facades could use a good cleaning, and/or painting.

Fenestration: Windows are aluminum clad wood windows, original to the construction of the building and appear to be fair condition.

Issues to Consider:

If the building is to be renovated, a closer evaluation of the condition and thermal performance of the windows should be conducted.



Roof and windows

Roof: The building has a flat roof and a sloped roof. The roofs have reported leaks and are at the end of their expected life.

Issues to Consider:

If the building is to be renovated, replace both roofs.



Worn carpet

Building Interior:

Flooring: The building has several types of flooring. The main areas are carpet. The carpet is old and worn. Secondary minor spaces have VCT tile. This is also worn. The restrooms have ceramic tile.

Issues to Consider:

If the building is to be renovated, replace all the flooring.

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Interior Walls: Interior walls are mostly painted drywall. The old District Courtroom has painted vertical wood slat walls with a sanitary chair rail. Modifications that have made over the years are evident.

Issues to Consider:

Repair and patch walls that remain in place.



Ceiling tile with water stains

Ceilings: The ceilings are suspended 2x4 Acoustical Tile. The tiles are visibly sagging in most areas, and water stains are visible in many areas.

Issues to Consider:

Determine the source of water stains on tiles and address the condition at the source of the problem. After this has been done, all the ceiling tiles should be replaced.

General layout and use of spaces: The building was designed as a District Courthouse, thus being adapted to use as a tax office is not the best use of space.

Issues to Consider:

The tax office is better suited to be grouped with and included in the Township Administration building, however, space in the Admin building is too limited to accommodate this function, particularly when taxes are due.

HVAC System Description:

Central Heating Plant:

The facility is heated by a single standard efficiency oil fired boiler. Multiple inline pumps circulate water through the thermostatic zones throughout the facility. Hot water piping is copper with brazed fittings and is partially insulated with

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fiberglass. The hot water system includes an expansion tank and makeup water connections.

Air Handling Unit:

The facility is served by a single zone indoor air handling unit which duct conditioned air into each space. The unit operates as a heat pump with an associated outdoor unit. No source of ventilation air was observed. There is also a mini-split system in the meeting room which has passed its life expectancy.

Terminal Equipment:

Hydronic supplemental heating equipment including consisting of baseboard radiation is located throughout the facility.

Temperature Controls:

The system utilizes standalone electric controls. Staff reports that the heating is inefficient and that there are many "cold zones" in the building, particularly in the office area.

Issues to consider/recommendations:

The HVAC systems are operable and reasonably maintained for its age. The boiler should be replaced with a natural gas boiler if renovations occur. The air handling unit should be replaced. It utilizes R-22 refrigerant which has been phased out by the Montreal Protocol.

The air handling unit system should be replaced with a multi-zone heat pump system with an energy recovery ventilator for ventilation. In addition, a building management system should be installed to supervise the operation of the HVAC system.

Electrical System Description:

Electrical Distribution:

The electrical service originates from a PECO pole. The electrical service drops underground, from the PECO pole to an

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exterior transformer to the 225A 120/240V 1PH 3W main panelboard. The main panelboard is of Federal Pacific manufacture as are all the other panelboards in the building. The panelboards are at least 40 years old and past their serviceable life.

Receptacles in the kitchenette located within 6ft of a sink are not GFCI protected as required by current codes.

Emergency Generator:

None.

Lighting System:

Interior and Exterior lighting fixtures are fluorescent technology. Interior fixtures are mostly 2x4 lensed troffers. Exterior lighting consists of some recessed downlights. Lighting is in fair condition. No automatic controls were observed.

No emergency lighting was observed.

Data/Network System:

The buildings data network infrastructure is CAT5e cable. There is a single wall mounted data rack near the main office area as well as a digital Toshiba phone system and some analog phone lines. There is batt insulation sitting on top of the phone system.

Fire Alarm System:

None.

Issues to consider/recommendations:

The electrical distribution equipment is past its end of lifespan and should be considered for upgrade.

The lighting should be replaced with new LED type fixtures with code required automatic controls to realize energy savings.

Add coded required emergency lighting.

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Remove batt insulation from phone system.

Plumbing System Description:

Domestic Water Service:

The building has been provided with public domestic water service. The main Domestic water service for the building is located in Mechanical Room and includes 3/4" backflow preventer. No current test tag was observed on backflow preventer. Some leakage or condensation drip was observed and insulation was removed from the service piping.

Septic/Sewage:

The building drainage system is served by public sewer system.

Domestic Water Heating:

The existing domestic water heating system is an electric tank type water heater.

Plumbing Fixtures:

Plumbing fixtures within the Toilet rooms include primarily tank type water closets and lavatories with manual faucets. The fixtures are generally in fair condition.

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

Domestic Water Supply System:

Domestic water supply piping is primarily copper piping.

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Fire Protection:

No existing automatic fire protection/sprinkler system exists.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of its expected useful life.

Overall, most plumbing fixtures within the building are in fair condition. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a "fully sprinklered" building.

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History of Rowland Community Center/Library:

The Rowland property consists of the original school building built back in 1915. It also contains another school addition built in 1964. Use as a school ceased and the Township took Ownership in 1977. The Community center was closed during the pandemic and remained so for a period of time. It is now open with limited use during the warmer months when heat is not required.



Rowland building

Building Statistics:

Size of Building: 39,969 sf, 1 and 3 story building

Size of Site: Approximately 2.47 acres

Zoning District: The property is located in the R4 – Residential District

Site:

General Characteristics:

The Rowland Community Center building is tightly fit in amongst the fabric of a residential neighborhood. It is on a sloping site and contains multiple retaining walls to help with the change in grade. The building is generally at street level on Myrtle Avenue and then drops down significantly to W. Laurel Avenue. It has a playground and hard surface play area that are bisected by site stairs and are terraced to create level play areas. There are some mature trees behind the building and between the playground.

Vehicular Circulation & Parking: There is one parking area off of Myrtle Avenue that is fairly tight against the building and then has a single width drive around the rear of the building. At the rear of the building is another limited parking area. This rear parking area is then connected back to Myrtle Avenue with a narrow drive tightly fit between the building and the next-door residence. It also has a drop-off lane on Myrtle Avenue. The amount of parking is not sufficient for the size of the building.



Original School Building



View from rear parking lot looking down to W. Laurel Avenue

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Pedestrian circulation at Myrtle Avenue

Issues to Consider:

The site is tight and with the steep slopes, it is difficult to add any additional parking. Additional parking should be considered depending on the use of the building.

On-street parking is available but is generally occupied by residents' vehicles.

Pedestrian Circulation: Being that this is in a residential neighborhood, sidewalks and pedestrian paths make the site easily accessible. However, due to the slopes, ADA access is limited. Multiple sets of site stairs exist that provide access to the terraced play areas.

Issues to Consider:

Improve ADA accessibility wherever possible. In some areas it may be extremely difficult and expensive to meet compliance.



Original exterior masonry wall – view from inside showing destruction from water

Building Exterior:

Masonry wall construction: The original school building is multiwythe masonry construction with no insulation, or cavities to channel and drain any water. The 1964 addition is generally brick with glass storefront and stucco facias/soffits. The 1964 brick walls appear to be in generally good condition.

Issues to Consider:

The original school building has major water infiltration that is occurring through the masonry walls and is wreaking havoc on the interior of the building and causing major damage. It would be incredibly involved and expensive to try to repair and renovate these walls and all the damage that has occurred to the interior. This portion of the building should be taken down.

The 1964 addition brick and mortar should be cleaned and sealed.

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Exterior Stairs: The site stairs are concrete, and have worn, been damaged, and have settled over time. They are unsightly and are a safety concern due to the irregularity.

Issues to Consider:

The conditions of all the site retaining walls should be evaluated and addressed accordingly. The concrete stairs should be replaced with new stairs.



1964 building single pane glass window systems

Fenestration: The original building appears to have some original windows and some replacement windows. The original windows are single pane glass. The replacement windows are insulated but are still old enough that they appear to have lost their seals and insulating qualities. The 1964 building has vast expanses of single pane glass. In addition, the metal framing for the glass is not thermally broken.

Issues to Consider:

All windows will need to be replaced as part of any renovation work.

Roof: Both buildings have flat roofs. These flat roofs have been reroofed somewhere between 2015 and 2017 with a TPO membrane. Even though the roofs are relatively new, there are still reported leaks.

Issues to Consider:

Care should be taken to protect the roof during any renovation work. Any maintenance concerns can be addressed at that time.

Building Interior:

Flooring: The flooring materials and conditions vary. There are areas of carpet, VCT tile, ceramic tile in restrooms and the wood gym floor. In general, all the flooring appears to be worn from its general age and use. All the flooring is on slab on grade.



Carpeting in library area

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Interior CMU bearing walls in corridor – note glazed block from floor eight course up.

Issues to Consider:

Replace flooring as appropriate for future use. Refinish where possible.

Walls: The 1964 building has load bearing CMU block walls in the corridors and CMU block walls in numerous other places. The CMU block walls in the corridors are glazed CMU block to a height of about five feet high. Some interior infill walls are studs with drywall.

Issues to Consider:

The inherent nature of the existing bearing walls, is such that within the structural bearing points, the spaces are wide open and free from any columns. This gives a nice level of flexibility with how the spaces are used in the future.

Ceilings: It appears that the vast majority of ceilings are suspended acoustical tile. There may be other original ceilings that could be covered up by the suspended acoustical tile ceilings.

Issues to Consider:

If the building gets renovated, each space should be evaluated based on its use and ceiling material should be selected for what best suits that use.

General layout and use of spaces: Having been a school, the general layout of rooms enables a variety of multiple uses.

Issues to Consider:

Due to the sheer size of the building, any renovation work will require significant expense. As such, there is a lot of flexibility in how the spaces are used.

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Code issues related to gym space include need to provide ADA access to the stage, replacement of all the single pane windows

Code compliance: Due to the age of the buildings, many things are not in compliance with today's codes. Some issues may have been addressed over the years, but they are minor in the scope of the building.

Renovation of the building would mean having to bring everything up to current code standards. This would include:

- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also mean that the exterior walls and roof probably need supplemental insulation, and all windows and doors would need to be replaced with systems that have insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to be made accessible. This means providing an elevator and/or lifts to access any offset levels. Also, the majority of rest rooms are not ADA compliant. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required.
- Meeting the plumbing code. All the plumbing would need to be replaced.

Issues to Consider:

The 1964 building structure is in good condition. If the building is to be renovated and used by the public for years to come, all code issues will need to be addressed.

It should be noted that in an old building like this asbestos may be present and if so would need to be remediated and abated. This should be investigated by a qualified environmental specialist prior to any demolition work being done.



Example of water intrusion and the damage it is causing

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Structural Issues:

The original school building has multiple structural issues. With water intrusion that is occurring through the masonry walls, steel lintels are likely rusting. As these rust, the steel members expand, and can blow apart the masonry walls.

Issues to Consider:

The cost of repairing and renovating the original building would be excessive. Water infiltration through the masonry walls presents a real issue for interior finishes and can propagate the growth of mold.

Mechanical System Description

Central Heating Plant:

The central heating plant consists of two dual fuel cast iron section hot water boilers and a gas fired condensing boiler. Hot water is distributed throughout the facility by two base mounted pumps. The hot water plant includes ancillary items such as expansion tank, air separator, and makeup water connection. The boilers used to be fed by an underground oil tank. It is believed that the tank was removed or remediated.

The boilers are not operational. The pumps and hot water piping distribution are in poor condition.

Packaged Rooftop Units:

Packaged rooftop units provide cooling and ventilation for the library. The units are single zone. Supply and return air are ducted from each unit to the space. The units are in fair condition.

Terminal Heating Equipment:

Terminal heating equipment such as under window unit ventilators, baseboard radiation, convectors and cabinet heaters are present to heat spaces throughout the facility. All components appear to be in poor condition. The expected service life for these heaters ranges from 20-25 years.

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Exhaust Air Systems:

Exhaust fans were observed serving the Kitchen Hood, Janitor's Closet, Toilet Rooms and the gym. The fans are in poor condition and are not believed to be operational.

Automatic Temperature Controls:

The facility has a pneumatic control system and stand-alone electric controls for newer packaged systems. The pneumatic controls are not operable.

Issues to consider/recommendations:

The facility does not have heat due to multiple failures in the HVAC system related to boilers, distribution, and controls. The HVAC system should be replaced in its entirety with new components to heat, cool, and ventilate the facility. A multi-zone heat pump system with an energy recovery ventilator for ventilation is recommended. Large spaces such as gymnasiums and cafeteria should be served by new packaged rooftop units with integral heating, cooling, and ventilation. A direct digital controlled building management system should be installed to supervise the operation of the HVAC system.

The Township should verify the status of the underground fuel tank. No tank could be observed but existing documentation and the presence of fuel oil accessories in the boiler room indicate a tank could still be present. If documentation cannot be obtained to verify the status of the tank the services of an underground location company should be retained to scan the site. A site scan will verify whether a tank is present. If a tank is found it must be remediated. Abandoned oil tanks are a risk to personal injury or environmental damage.

The original Weil Maclan boilers have been taken out of service, however, due to their size they have not been removed. They will need to be disassembled in order to be removed. Pipes have been reported with leaks and also contain asbestos insulation. An environmental study should be undertaken to determine the extent of asbestos and then abated as needed.

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Electrical System Description

Electrical Distribution:

The electrical service originates from a PECO pole. The electrical service drops underground, from the PECO pole to an exterior transformer to the 400A 120/208V main distribution panelboard. The main distribution panelboard feeds various panelboards throughout the building. Most distribution equipment is Federal Pacific from 1961. This manufacturer does not exist anymore, and the gear is past its serviceable life.



Main Distribution Panelboard

Emergency Generator:

The building is equipped with a Kohler 15KW 120/208V natural gas generator. A single transfer switch is present and there is no separation between code required life-safety loads and non-legally required loads. The generator shares a room with other equipment which is not compliant with current codes and the generator was noted as not functional at the time of the walkthrough. As a result, the building has no emergency lighting system.



Kohler Emergency Generator

Lighting System:

Interior and Exterior lighting fixtures are mostly fluorescent technology. The cafeteria and kitchen utilize surface mounted 1x4 troffers, classrooms utilize architectural pendants, and the gymnasium has metal halide recessed cans. There are recessed troffers in the newer building addition. The only automatic controls observed were in the toilet rooms of the newer portion of the building.

The buildings emergency lighting is a mixture of compact fluorescent downlights that are normally off, and fixtures fed from the generator.

The light fixtures appear to be functional. While the fixtures are still serviceable, energy savings would be realized if the fixtures were replaced with new LED type fixtures with code compliant automatic controls.

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Telecomm Service Entrance

Data/Network System:

The building's data network infrastructure is CAT5/5E cable. The data service entrance is located in the main boiler room and has no cable management with a network switch sitting on a chair. There is another data rack in the addition portion of the building. Most spaces do not have connectivity to the local LAN either hardwired or via WiFi.

Fire Alarm System:

The existing Fire Alarm System is a Honeywell System. This is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. Multiple extender panels were observed throughout the building. The fire alarm system appears to be in good working condition.

Intercom/Public Address/Clock System:

The original building has an analog PA system and master clock system from 1961 which is not functional and appears to be abandoned.

Issues to consider/recommendations:

The electrical distribution equipment is past the end of life and should be replaced in its entirety.

The generator system is not functional and not code compliant. The generator system should be replaced with a new code compliant system.

Replace the existing lighting with new LED type lighting and code required automatic lighting controls.

Remove existing abandoned PA and master clock systems. Provide new if desired by the Township.

Upgrade and expand data systems to current industry standards and to provide connectivity throughout the entire building.

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Plumbing System Description

Domestic Water Service:

The building has been provided with a public domestic water service. The main Domestic water service for the building includes 2" water meter, pressure reducing valve, and backflow preventer. No current test tag was observed on backflow preventer. Some leakage or condensation drip was observed, and insulation was removed from the service piping.

Septic/Sewage:

The building drainage system is served by a public sewer system.

Domestic Water Heating:

The existing domestic water heating system serving the building is a gas fired tank type water heater.

Fuel Gas system:

The school has been provided with natural gas service.

Plumbing Fixtures:

Plumbing fixtures within the toilet rooms include primarily wall hung water closets and urinals with manual flush valves, and wall hung multi lavatory stations with manual faucets. The fixtures are generally in fair or poor condition.

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

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Domestic Water Supply System:

Domestic water supply piping is primarily copper piping and is reaching the end of its expected service life.

Fire Protection:

The existing automatic fire protection/sprinkler system exists in the building and is a wet limited area system.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of their expected useful life.

Overall, most plumbing fixtures within the building are in poor condition many areas do not include “accessible” fixtures complying with all current ADA/ANSI A117.1 requirements. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required. Rusty colored water and leaks have been observed.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a “fully sprinklered” building.

The domestic water heater and expansion tank should be replaced.

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View from Sycamore Ave



View of playground from Willow Ave



View of access drive along side of building

History of La Mott Community Center/Library:

The La Mott Community Center/Library property is part of the Camptown Historic District. The neighborhood was home to famous abolitionist and suffragette Lucretia Mott. It was also a stop on the underground railroad. The neighborhood played a crucial role in the Civil War when it hosted Camp William Penn, a military training post for African American soldiers. The historic district was listed on the National Register of Historic Places in 1985. La Mott was one of the first racially integrated suburban communities. The original schoolhouse was built in 1878 and has had numerous additions and improvements over the years. The school was given to the citizens of La Mott for use as a community Center in 1941. They managed it independently until 1967 when it was turned over to the Township.

Building Statistics:

Size of Building: 15,530 sf, 1 story building with a basement.

Size of Site: Approximately 1.7 acres

Zoning District: The property is located in the R3 – Residential District

Site:

General Characteristics:

The La Mott Community Center building sits at the corner of Willow Avenue and Sycamore Avenue. The site is tree lined and has a playground that is adjacent to the building. The rest of the site is an open grass yard and is fairly level.

Vehicular Circulation & Parking:

There is a curb cut and an access drive that runs along one side of the building, but it is not intended for off-street parking. Otherwise, the only parking is on the streets. There are two ADA designated parking spaces on the street in front of the main entrance.

Pedestrian Circulation:

There are sidewalks that line the streets and also connect to the building and almost all the way around the building.

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Issues to Consider:

Given that the building serves the neighborhood it is in, off-street parking is not that critical, and would only take away from the green space on the site.

Building Exterior:

Stone wall construction: The original schoolhouse is stone. The additions are a combination of stone and masonry with a stucco finish. There are water infiltration issues occurring with the masonry walls. Masonry walls are not insulated. Stucco is spalling, cracking and paint is peeling off of masonry walls.

Issues to Consider:

Repoint masonry walls where needed, power wash all exposed stone for a uniform and clean appearance. Apply clear waterproofing sealer on stone walls after pointing and cleaning.

Install new drainable stucco system over top of existing stucco walls.

Waterproof sub-grade masonry to keep water out of basement.

Exterior walls need to be insulated.

Fenestration: Various windows in different sections of the building have been replaced, and others have not. Garage door is in poor shape and is not insulated.

Issues to Consider:

The garage door should be replaced with a new insulated door that is more durable, and have vandal resistant hardware.

Windows that have not been replaced should be replaced with new insulated windows. Windows that have been replaced should be evaluated on a case by case basis.

Roof: The roof mainly consists of asphalt shingles. There is also a low slope roof that has a membrane covering. Township Staff



View of stone wall in need of cleaning and sealing, and condition of garage door



View of stucco wall and roof beyond

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has indicated that these roofs were inspected a number of years ago and were recommended to be replaced.

Issues to Consider:

Replace roofs with any renovation work.



View of main hall flooring



Condition of some VCT flooring

Building Interior:

Flooring: The building contains a variety of flooring materials. The main entrance area and the main meeting room have VCT flooring tile. This tile is very worn and is unsightly. The recreational space (gym) and the dance room have wood flooring. The library has carpet tile. The basement level has various different VCT color combinations. Some of them are in fair condition, and in other areas it is pretty beat up. Some mechanical spaces in the basement and the garage bay have exposed concrete floors. The restrooms have ceramic tile.

Issues to Consider:

Refinish exposed wood floor areas. All other areas, the flooring should be replaced. This will also offer the opportunity to introduce a flooring scheme that is more thoughtful to the historical character and history of the building.

Floor Structure: The original Schoolhouse floor and the basement floor are uneven.

Issues to Consider:

The floor in the original schoolhouse is uneven, and unacceptable by today's standards to have in a public space. The structure supporting the floor needs to be addressed and made level, so that a new floor can be installed.



View of main Lobby walls

Walls: Interior walls consist of masonry covered with plaster, plaster and wood wainscot, stud walls with plaster, and some areas of drywall. The gym space has painted plywood panels with safety mats below. Some basement walls are exposed CMU block that has been painted. Main walls are load bearing walls, and secondary walls are most likely non-loadbearing.

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Issues to Consider:

Thought should be given as to how the spaces are going to be used, with sensitivity towards the historical context of the building.



View of ceiling in dance studio

Ceilings: Original ceilings are most likely plaster, however the extent of observing this was hidden, as most of the ceiling had acoustical suspended ceiling tile. In the basement large extents of the ceilings are drywall. The gym ceiling is stained plywood. The condition of the acoustical tile ceilings varies greatly.

Issues to Consider:

As the plans for the renovation of the building move forward, thought should be given to the use of the spaces, accessibility to mechanical items in the ceiling, as well as how the ceilings can speak to the historical character of the building.



View of gym – note height of ceiling and location of court lines

General layout and use of spaces: Many of the community spaces are located in the basement. The basement has limited ceiling heights and uneven flooring, and in fact in some areas do not meet the required height by code. The gym space may be used for some physical activities, however, the size is too small, and the ceiling is too low for competitive activities such as basketball or volleyball, and there is no space for spectators.

Issues to Consider:

An evaluation of the program should be performed that takes into account that the basement may not be a useable programmable space.

The gym space could be adapted as a multipurpose indoor recreation space and/or a flexible programming space. If competitive sports are desired, a new gym should be built.



View of main hall – note need for ramp from main lobby into this space. Also, the stage will require a lift.

Code compliance: Even though the building has many adaptations to make the main spaces accessible, it falls short of today's codes.

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Low ceilings and pipes in basement

Renovation of the building in order to be properly occupied by the Public would involve the need to bring everything up to current code standards. This would include:

- evaluating the structure for the proposed use and providing any supplemental structure as needed.
- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also mean that the exterior walls and roof would need to be insulated, and all windows replaced with insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to be made accessible. This means providing an elevator and other means of reaching the basement level. Also, the majority of rest rooms are not ADA compliant. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required. In addition, more than 50% of the exterior doors would need to meet ADA requirements.
- Meeting the plumbing code. All plumbing would need to be replaced.

Issues to Consider:

In order to meet current codes, the building will need to be fully renovated.

In lieu of having to provide an elevator and given the low head clearance and other issues in the basement, the basement should be limited as a public space.

The historic nature and meaning of the building need to be taken into consideration when renovations are done, such that things are done in a respectful way.

The building does not have enough restrooms. More will need to be added, unless the occupant load calculations deem that

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they are not necessary. This would depend on floor area and type use of the spaces.

Mechanical System Description

Central Heating Plant:

The central heating plant consists of a single cast iron section gas fired hot water boiler. Hot water for heating is distributed throughout the facility with multiple in-line pumps. Each in-line pump is a thermostatic zone. Piping distribution is a combination of copper and threaded steel piping. Piping is insulated with fiberglass. The boiler is not operational, and repairs are cost prohibitive.

Air Conditioning:

The facility is cooled by a combination of split system air handling units and ductless mini-split systems. Each split system serves a single thermostatic zone and includes ventilation air. The air conditioning systems are in fair condition, but operational capabilities are unknown.

Terminal Heating:

Hot water baseboard radiation is located throughout the facility.

Exhaust Air Systems:

Exhaust systems are present in the toilet rooms. The exhaust systems are not operational. There was also an exhaust fan in the gym.

Temperature Controls:

The facility has no central building management control system. The equipment operates with self-contained electric controls.

Issues to consider/recommendations:

The facility has been unheated for an extended period leading to the presence of undesirable odors in the basement. In

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addition, the toilet exhaust system does not appear to be operational given the presence of odors in the space.

The system should be replaced in its entirety with a multi-zone heat pump system with an energy recovery ventilator for ventilation. A building management system should be installed to supervise the operation of the HVAC system.

Electrical System Description:

Electrical Distribution:

The electrical service originates from a PECO pole with a pole mounted transformer. The secondary service feeds a CT cabinet in the basement which feeds a 200A enclosed service breaker serving an A/c unit as well as a 400A 120/240V 1Ph 3W Powell Electric panelboard. All observed panelboards in the building are Powell Electric and are past their serviceable life.

Emergency Generator:

There is a 120/240V 15kW 1PH 3W Olympian generator with an Isuzu engine in the basement which serves a single Zenith transfer switch. It is unclear what this generator is feeding but it shares a room with flammable storage and is not code compliant. The generator is believed to be in non-working condition. Replacement was considered 5 years ago, but its location and the historic nature of the building inhibited replacement.

Lighting System:

Interior and Exterior lighting fixtures have been mostly retrofitted with LED replacement lamps. Corridors, administrative area, and back of house areas are primarily lit by 2x2 and 2x4 troffers. The gymnasium has recessed troffers in a plywood ceiling with wire guards. The room with a stage in it has recessed 2x4 troffers. The only automatic lighting controls were observed in toilet rooms.

The buildings emergency lighting consists of battery backs with remote heads utilizing tungsten lamps.

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Fire alarm control panel

The light fixtures appear to be in good working condition. While the fixtures have been retrofitted to be LED lamps, replacing these with new LED fixtures will further reduce maintenance and provide energy savings. Code required automatic lighting controls should be installed to comply with current electrical codes.

Data/Network System:

The building's data network infrastructure is limited to an analog phone system with only a few active phone lines originating in the main electrical room. Cabling solution is cat3. No other data solutions were observed.

Fire Alarm System:

The existing Fire Alarm System is a combination Fire/Security Honeywell System. This is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. The fire alarm system appears to be functional.

Building Security System:

The building security system is a combination Honeywell fire/security system. There are perimeter door contacts and motion sensors.

A mixture of cameras was observed throughout the building. The cameras are POE. Some upgrades have been made recently.

Issues to consider/recommendations:

The electrical distribution equipment is at the end of lifespan and should be considered for replacement.

Lighting fixtures should be replaced with new LED type fixtures and code complaint automatic controls.

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The existing structured cabling system should be upgraded and expanded to support future data needs as required.
The emergency generator should be removed and replaced with a new code compliant installation.

Plumbing System Description:

Domestic Water Service:

The building has been provided with a public domestic water service. The main Domestic water service for the building includes 2" water meter and backflow preventer.

Septic/Sewage:

The building drainage system is served by a public sewer system.

Domestic Water Heating:

The existing domestic water heating system serving the building is a gas fired tank type water heater.

Fuel Gas system:

The school has been provided with dual rate natural gas service.

Plumbing Fixtures:

Plumbing fixtures within the Gang Toilet rooms of the central wing include primarily wall hung water closets and urinals with manual operated flush valves, and wall hung vitreous china lavatories with manual faucets. The fixtures are generally in fair condition.

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Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. No chronic blockages were reported. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

Domestic Water Supply System:

Domestic water supply piping is primarily copper piping.

Fire Protection:

Existing automatic fire protection/sprinkler system with dry valve and sprinkler coverage throughout the building. Staff has reported that the sprinkler piping does not slope properly which allows condensation to build up and has caused corrosion, which could lead to larger issues.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of their expected useful life.

Overall, most plumbing fixtures within the building are in fair condition. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The sprinkler system should be inspected and any deficiencies addressed.

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Glenside Memorial Hall

History of Glenside Memorial Hall:

Glenside Memorial Hall was built in 1926 to honor veterans of World War I. It was used as a meeting hall. The Township took ownership in 1969 and it is now on the National Register.

Building Statistics:

Size of Building: 14,242 sf, 2 story building with a basement.

Size of Site: The building location is part of the larger Renninger Park tract of land.

Zoning District: The property is located in the R3 – Residential District

Site:

General Characteristics:

The building is situated at the corner of South Keswick Avenue and East Waverly Road and is at the termination of New Street in a residential neighborhood. It sits tight against the Glenside Pool and the Tacony Creek. There is a paved drop off loop at the main entrance to the building. In the center of the drop-off loop is a memorial stone/plaque. There are two ADA parking spaces and a ramp on the side of the building along with a service drive from East Waverly Road. The site is generally flat.

Vehicular Circulation & Parking:

The only vehicular circulation on the site is the drop-off loop. The only parking is the two ADA spaces off of East Waverly Road. These ADA parking spaces do not appear to meet current ADA standards. There is on street parking located catty-corner of the East Waverly and Keswick intersection, that is shared with the Glenside Library. There is also on-street parking along Keswick Avenue that stretches along Renninger Park and is shared with the pool. The designated on-street parking areas are not ideal in that one must back out of the spaces into the traffic of the street.

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Issues to Consider:

The current layout does not allow for additional parking to accommodate event parking. If multiple events happen at the same time, the on-street parking may not be enough. Off street parking should be considered if drawing people from beyond the immediate neighborhoods. If Glenside Memorial Hall remains in use, the ADA parking spaces should be made to meet current standards.

Pedestrian Circulation:

Sidewalks throughout the neighborhood provide adequate and safe pedestrian access to the site.

Building Exterior:

Masonry wall construction: The basement is stone masonry and the two stories above are brick masonry construction. There are some limestone accents and articulations within the brickwork. There are some major cracks that are of structural concern in the masonry walls. Walls are not insulated. The basement level has ground water issues due to the configuration of the site around the building. The ADA ramp is separating from the building and needs to be completely rebuilt and reconfigured to meet code.

Issues to Consider:

Structural issues need to be addressed.

Fenestration: Windows appear to be original to the building construction and are wood with single pane glass. Wood sills in many areas are rotting. Several windows have broken windowpanes.

Issues to Consider:

All windows would need to be replaced with modern day insulated glass and frames. Any broken windowpanes should be addressed as a safety issue and to ensure that no water enters the building.



Structural cracks in masonry wall and single pane glass wood windows

Cheltenham Township Existing Facilities Report

Roof: The roof consists of slate shingles. Roof leaks are being experienced that necessitate the full replacement of the roof.

Issues to Consider:

Slate shingles are not the easiest to replace when they start falling off the building. Slate roof has been in place for nearly 100 years. Due to its historical status, slate shingles may have to remain, however, asphalt shingles that look like slate should be considered for a full roof replacement.

Building Interior:

Flooring: The main level floor has been shored up approximately seven years ago, however, the carpet does have multiple tears and stains. The hall floor has become damaged from years of roof leaks. The basement level flooring has been removed. The restrooms are mosaic tile and in the men's room are raised several inches around the urinals, which is no longer allowable by code.

The basement has a significant amount of water entering during each severe storm. This has caused deterioration on the steel support columns and has also caused the concrete floor to buckle and crack to the point where it is not safe to allow people to utilize the basement.

Issues to Consider:

The whole basement slab-on-grade floor is uneven and needs to be removed and replaced with a newly poured concrete floor in order to make it acceptably level. Cause of water infiltration also needs to be addressed.

Walls: Interior walls are both masonry load bearing and stud walls that have plaster finish and wood millwork trim. Several areas of plaster walls have disintegrated because of roof leaks.

Issues to Consider:

Any renovation work that affects existing walls, should restore the original character of the wood moldings.



Basement floor



Interior walls and wood trim

Cheltenham Township Existing Facilities Report



Banquet Hall

Ceilings: Plaster ceilings are in poor condition due to water infiltration. There are areas with significant staining from leaks. It also appears there are visible signs of mold growth. The basement ceiling has some suspended acoustical tile.

Issues to Consider:

Renovation work will require all the ceilings to come down, in order to install mechanical, plumbing and electrical items, as well as installing insulation. Consideration should be given to acoustics with the type ceiling used for replacement.

General layout and use of spaces: General Layout of spaces are appropriate for the use. The building is rented out for banquets and similar events.

Issues to Consider:

The frequency of use and the income generated needs to be considered. The events are far and few between. In addition, to properly maintain a building, even when it is not in use, the spaces need to be conditioned to help preserve the structure, finishes and contents. This accounts for a large amount of energy and costs for spaces that are not being used.

Although the property is available to be rented out, the facility has proven difficult to rent out, and revenue generated historically falls short of covering operating expenses, let alone necessary capital needs.



Floor level change at urinals

Code compliance: Even though the building has many adaptations to make the main spaces accessible, it falls short of today's codes.

Renovation of the building in order to be properly occupied by the Public would involve the need to bring everything up to current code standards. This would include:

- evaluating the structure for the proposed use and providing any supplemental structure as needed.
- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also

Cheltenham Township Existing Facilities Report

- mean that the exterior walls and roof would need to be insulated, and all windows replaced with insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to be made accessible. This means providing an elevator and other means of reaching the basement and second floor level. Also, the restrooms are not ADA compliant and are not on the same level as the main assembly space. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required. Also, more toilet rooms should be added. In addition, more than 50% of the exterior doors would need to meet ADA requirements.
 - Meeting the plumbing code. All the plumbing would need to be replaced.

Issues to Consider:

In order to meet current codes, the building will need to be fully renovated.

An elevator would need to be installed to make all levels accessible. This means finding a suitable location that works on all three levels.

The cost of renovations, general upkeep and maintenance need to be taken into consideration and weighed against the frequency of use.

Although the building has had its place in the history of Cheltenham, the Township should consider razing the building and providing something that is more for the people and everyday use, that is not a drain on Township funds. It does not seem to make sense to divest the property, as whoever would buy it would need to fully renovate it, and then they would need to provide the required amount of parking, which is not available anywhere on the property.

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This facility is part of a public recreation space and should be retained as a benefit to the community.

Mechanical System Description

Central Heating and Cooling Plant:

The facility is heated by a single standard efficiency gas fired boiler. The boiler includes three water circulators connected to three thermostatic zones. Hot water distribution is threaded steel piping with some fiberglass insulation.

The facility is cooled by a packaged air-cooled chiller located on grade. Water is circulated from the chiller throughout the facility through inline pumps located in the mechanical room. Chilled water piping distribution is threaded steel with some fiberglass insulation.

Air Handling Units:

Indoor air handling units serve the main entry and hall area. The units are 4-pipe (hot/chilled water coils), supply fan, and economizer. Each unit is a single zone. Supply and return air are ducted in and out of each space. Ventilation air is ducted to each from the outside.

Terminal Equipment:

Hydronic supplemental heating and cooling equipment is located throughout the facility. 4-pipe fan coils are located on the lower level to heat and cool the lower-level dining hall.

Exhaust Air Systems:

Exhaust fans were observed serving the Toilet Rooms and kitchen hoods. The fans are believed to be in working order. They appear original to the construction and are in fair condition.

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Temperature Controls:

The facility has no central control system. The equipment operates with self-contained electric controls.

Issues to consider/recommendations:

The existing boiler, chiller, and pumps are beyond their useful life. Insulation is missing on visible portions of the hot and chilled water distribution. The chilled water distribution piping is corroded, and fiberglass insulation should be tested for mold. The air handling units are in fair condition. The fan coils and terminal heating units are in poor condition.

The central plant equipment including the boiler, chiller, pumps, and chilled water piping within the mechanical room should be replaced. Insulation should be added to the hot water piping. The fan coils and terminal units shall be replaced. The air handling units and duct distribution shall remain. The entire system is to be outfitted with new direct digital controls.



Exit sign in basement blocked by pipe

Electrical System Description

Electrical Distribution:

The electrical service originates from a PECO pole with (3) transformers and runs underground to an interior 225A 120/208V 3PH 4W Eaton panel which was installed in 2001. This panel feeds an assortment of other panelboards, all in excess of 50 years of age. The Eaton panel is serviceable, but near the end of life. The remaining electrical distribution is past the end of life.

The pool house has a separate 120/240V PECO service which feeds a federal pacific panel. The panel is in poor condition and past its serviceable life.

Lighting System:

Interior fixtures are a mixture of fluorescent and incandescent technologies. The main hall utilizes chandeliers with incandescent lamps. Exterior lighting mostly consists of

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Edwards EST2 fire alarm control panel.

decorative incandescent fixtures with some remote heads above doors. No automatic lighting controls were observed.

The buildings emergency lighting is accomplished with emergency battery packs and remote heads. Several battery packs were observed with failed batteries.

The pool has pole mounted LED flood lights which are not dark sky compliant.

There is an incandescent border light on the stage with no color filters.

An exit sign in the basement is blocked by piping and is not viewable by occupants.

Data/Network System:

The building's data network infrastructure consists of a few analog phone lines utilize cat3 cabling.

Fire Alarm System:

The existing Fire Alarm System is an Edwards EST2 System. This is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. The fire alarm system appears to be in fair condition.

Issues to consider/recommendations:

The electrical distribution equipment is past its end of lifespan and should be considered for upgrade.

The lighting should be replaced with new LED type with code compliant controls for energy savings and code compliance. All emergency lighting should be replaced with new.

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Plumbing System Description

Domestic Water Service:

The building has been provided with public domestic water service and includes 1.5" water meter and backflow preventer. No current test tag was observed on backflow preventer. Some leakage or condensation drip was observed, and insulation was removed from the service piping.

Septic/Sewage:

The building drainage system is served by a public sewer system.

Domestic Water Heating:

The existing domestic water heating system includes an electric tank type water heater.

Fuel Gas system:

The building has been provided with a natural gas service.

Plumbing Fixtures:

Plumbing fixtures within the toilet rooms include primarily wall hung water closets and urinals with manual operated flush valves, and wall hung vitreous china lavatories with manual faucets. The fixtures are generally in poor condition, are dated, and do not comply with all current ADA/ANSI A117.1 accessibility requirements.

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. No chronic blockages were reported. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

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Domestic Water Supply System:

Domestic water supply piping is primarily copper piping and is reaching the end of its expected service life.

Fire Protection:

No existing automatic fire protection/sprinkler system exists.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of their expected useful life.

Overall, most plumbing fixtures within the building are in poor condition but many areas do not include "accessible" fixtures complying with all current ADA/ANSI A117.1 requirements. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a "fully sprinklered" building.

Cheltenham Township Existing Facilities Report



Glenside Library

History of Glenside Library:

Glenside Library was built in 1968 as a branch library to the Cheltenham Township Library System.

Building Statistics:

Size of Building: 10,895 sf, 1 story building with a basement.

Size of Site: Approximately 1.75 acres

Zoning District: The property is located in the R1 – Residential District

Site:

General Characteristics:

The property is located at the corner of Waverly Road and Keswick Avenue. The Tookany Creek bisects the corner of the property at the intersection. The building is located near the center of the property just next to the creek. The remaining portion of the site is off-street parking. The corner of the property where the creek runs through is wooded, and a tree line then surrounds the rest of the property. The site slopes from the creek at the low point uphill along Keswick Avenue. The site is long and narrow, and the building is set back against the rear yard setback line.

Vehicular Circulation & Parking:

The front of the building faces Keswick Avenue. Across the street are on-street parking spaces that are perpendicular to the street. There is no sidewalk associated with this side of the street. The parking lot for the library has two entries/exits on Keswick Avenue. These entries are approximately 40 feet apart.

Pedestrian Circulation:

A sidewalk runs along Keswick Avenue on the side of the library. There is no sidewalk on the other side of the street. The Parking lot is located at the upper end of the site and as such is at a higher elevation than the upper floor level of the library. One must traverse from the parking lot to the sidewalk on the street, where it then transitions to walkways that lead to the upper-level

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Exterior stair to entry from sidewalk

entry of the building. As the grade slopes downhill, another sidewalk leads to the building that has a large set of steps that lead up to another entry on the upper level. There is then another set of steps that lead down to the lower level of the building. There is no ADA access to the lower portion of the building.

Issues to consider:

Accessibility on this site is limited and a challenge. Although the main entry has sidewalks without any stairs, the slope from the parking lot to the walkways is steep per ADA standards. Some thought will need to be given as to how to make the site fully accessible. The street parking across the street, no matter where the people go, they must enter onto and cross Keswick Avenue in order to get to a sidewalk. Crosswalk stripping and similar methods should be employed to make this situation as safe as possible for people who need to cross at the library.

Building Exterior:

Masonry wall construction: The exterior walls are CMU block with veneer brick. The walls are not insulated. There are vertical sections of roof that are wood framed and clad with wood shake siding. The brick veneer is in good condition although some cracking was observed. The retaining wall near the steps has started to push away from the building.

Issues to Consider:

The walls will need to be insulated. The brick could use a cleaning.

Consideration should be given to replacing the wood shake siding with a more durable low maintenance cladding.



Brick walls at lower level

Fenestration: No history of window replacement was provided. Windows appear to be original. Some windows are Plexiglas and do not have any insulating properties.

Issues to Consider:

Replace windows with modern insulated glass and thermally broken frames.

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Roof: The building has an asphalt shingle roof. The roof was assessed several years ago, and it was recommended at that time to be replaced. The gutter system was designed to be a part of the roof but has become damaged over time and does not move runoff as it was originally designed to.

Issues to Consider:

By the time renovation work is done to this building, the condition of the shingles will probably be toward the end of their useful life and should be replaced with new shingles.



Suspended plaster ceiling with surface mounted lights

Building Interior:

Flooring: The main library space is carpet. Restrooms have a variety of different ceramic tile. Some secondary spaces are VCT tile. VCT tiles appear to be in ok condition. The restroom tile is dated. The carpet is dated and worn.

Issues to Consider:

All the flooring should be replaced as part of the renovation work.



Photo showing condition of carpet

Walls: Interior walls are a combination of brick and block, and steel stud and plaster.

Issues to Consider:

With any proposed renovation plans, verify load bearing walls before removing any walls.

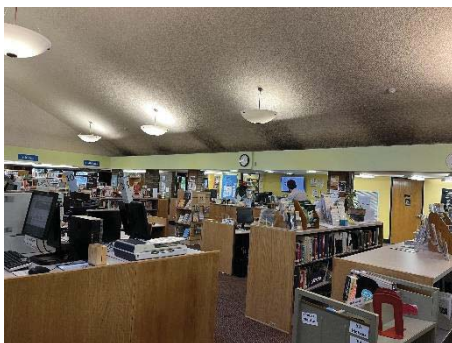


Photo showing popcorn ceiling with dust deposits from air diffusers

Ceilings: Larger ceiling surfaces are popcorn acoustical plaster. The popcorn texture has not been cleaned and appears dirty around air diffusers. It was noted that this may have been from a furnace blowback at one point in time. The smaller partitioned rooms have suspended plaster ceilings. There is a clear story of windows that allows natural light into the larger library space. Due to this design, there are large concealed spaces that cannot be accessed, so the conditions in these spaces is unknown.

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Issues to Consider:

The popcorn ceiling is dated and should be replaced with a more modern ceiling. Collection of dust/staining of popcorn ceiling is a concern.

Lower suspended plaster ceilings will need to be removed to accomplish installation of mechanical and electrical items. Suspended acoustical tile can be installed in these locations.

General layout and use of spaces: The layout provides for a nice open area without any columns. This allows for flexibility of use.

Issues to Consider:

Space is maxed out for the current Library program. Expanding program via a building addition is not possible on this site due to the proximity to the street, the creek and property lines. Expanding vertical is not ideal for a library as visual control of the whole space is important.

The large open space does present a bit of a challenge if the space is to be divided up into smaller spaces, if the intent is to retain the use of the clear story windows. The backroom areas will need to be renovated to accommodate ADA toilet rooms.

Code compliance: Even though the building has many adaptations to make the main spaces accessible, it falls short of today's codes.

Renovation of the building in order to be properly occupied by the Public would involve the need to bring everything up to current code standards. This would include:

- evaluating the structure for the proposed use and providing any supplemental structure as needed.
- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also mean that the exterior walls and roof would need to be insulated, and all windows replaced with insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating



Photo of non-compliant restroom

Cheltenham Township Existing Facilities Report

accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to be made accessible. This means providing an elevator for reaching the basement level. Also, the restrooms are not ADA compliant. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required. In addition, more than 50% of the exterior doors would need to meet ADA requirements.

- Meeting the plumbing code. All the plumbing would need to be replaced.
- Providing aisles that meet ADA clearance requirements.

Issues to Consider:

In order to meet current codes, the building will need to be fully renovated.

An elevator would need to be installed if the basement level is used.

Some extensive sitework in regard to ramps etc. may be needed to meet the code.

Mechanical System Description

Central Heating Plant:

The facility is heated by a single standard efficiency oil fired boiler. Multiple inline pumps circulate water to the thermostatic zones throughout the facility. Hot water piping is copper with brazed fittings and is partially insulated with fiberglass. The hot water system includes an expansion tank and makeup water connections.

Air Handling Unit:

The facility is served by a single multi-zone variable air volume air handling unit located in the basement. Each thermostatic

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zone in the facility has a shut-off style VAV box with hot water coil for reheating. Supply and return air are ducted to each space from the unit. Ventilation air is ducted to the unit from the outside. The unit utilizes direct expansion cooling. There is an associated condensing unit located outside.

Terminal Equipment:

Hydronic supplemental heating equipment including unit heaters and cabinet heaters are located throughout the facility.

Exhaust Air Systems:

Exhaust fans were observed serving the Toilet Rooms. The fans are believed to be in working order. They appear original to the construction and are in fair condition.

Temperature Controls:

The facility has a direct digital control system controlling the air handling unit. The terminal equipment utilizes standalone controls.

Issues to consider/recommendations:

The existing central heating plant, air handling unit, condensing unit, and VAV boxes installed around 2002. The central heating plant, air handling unit and VAV boxes are in fair condition, but the condensing unit is nearing the end of its useful life. The exhaust systems and terminal units are original the buildings construction and are also nearing the end of their useful life. The condensing unit, exhaust fans, and terminal units should be replaced. In addition, the underground oil tank should be inspected to verify its integrity.

Electrical System Description

Electrical Distribution:

The electrical service originates from a PECO pole and goes underground to a below grade transformer vault with a PECO transformer inside. The vault is filled with leaves. The transformer

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MDP with piece of taped cardboard covering bus

feeds a 500A 120/208V 3PH 4W main distribution panel (MDP). The MDP has a piece of cardboard covering the bussing in the panel which is a serious safety risk and fire hazard. The MDP feeds several panelboards throughout the building. All panels are Schneider Electric and at least 30 years old. They are at the end of their serviceable lives.

Lighting System:

Interior lighting is mostly fluorescent technology. The basement office areas utilize surface mount 2x4 parabolics and some recessed 1x4 troffers. The library has recessed downlights, surface mount troffers, and track lighting. Some downlights are falling out of the ceiling. No automatic controls were observed.

No emergency lighting is via battery packs. Coverage did not appear to be code compliant.

Exterior lighting consists of semi-recessed 1x1 fixtures and round aperture fixtures.

The lighting is about 30 years old and is not in poor condition.

Data/Network System:

The building's data network infrastructure is CAT5 cable. There is a small wall mount data rack in the basement in the same room the fiber comes in. There appears to be adequate data drops and wifi throughout the building. A shovel is mounted inside the data rack.



Enclosed data rack

Fire Alarm System:

The existing Fire Alarm System is a combination security fire alarm system. There are pull stations at exterior doors and smoke detection in portions of the building. No notification appliances were observed. The system is at the end of life and does not meet current notification requirements as required by code.

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Fire/Security alarm control panel

Issues to consider/recommendations:

Replace electrical distribution system in its entirety.
Replace the fire alarm system with new, dedicated fire alarm system with code required notification appliances.

Provide new LED lighting with new code required automatic controls.

Provide a new emergency lighting system with complete coverage as required by code.

Plumbing System Description

Domestic Water Service:

The building has been provided with a public domestic water service. The main Domestic water service for the building is located in Natatorium area Mechanical Room and includes 2" water meter and backflow preventer. No current test tag was observed on backflow preventer. Some leakage or condensation drip was observed, and insulation was removed from the service piping.

Septic/Sewage:

The building drainage system is served by a public sewer system.

Domestic Water Heating:

The existing domestic water heating system serves the building with an electric tank type water heater.

Plumbing Fixtures:

Plumbing fixtures within the Gang Toilet rooms of the central wing include primarily wall hung water closets and urinals with manual operated flush valves, and wall hung vitreous china lavatories with manual faucets. The fixtures are generally in fair

Cheltenham Township Existing Facilities Report

condition but are dated and do not comply with all current ADA/ANSI A117.1 accessibility requirements.

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. Blockages have been reported. It is suspected to be from slipped joints or breaks caused by roots. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

Domestic Water Supply System:

Domestic water supply piping is primarily copper piping original and is reaching the end of its expected service life.

Fire Protection:

No existing automatic fire protection/sprinkler system exists.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of their expected useful life.

Overall, most plumbing fixtures within the building are in fair condition but many areas do not include "accessible" fixtures complying with all current ADA/ANSI A117.1 requirements. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete

Cheltenham Township Existing Facilities Report

replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a "fully sprinklered" building.

Cheltenham Township Existing Facilities Report



Main Entry

History of Elkins Park Library:

Glenside Library was built in 1979 as a branch library to the Cheltenham Township Library System.

Building Statistics:

Size of Building: 12,829 sf, 1 story building.

Size of Site: Approximately 1.28 acres

Zoning District: The property is located in the R1 – Residential District

Site:

General Characteristics:

The property is located on Church Road and adjoins the Property of the Public Works Facility. The Tookany Creek is the northeast boarder of the site. The building sits tight between Church Road and the Tookany Creek and the southern property line. The remaining portion of the site is off-street parking. There is a tree line that separates the building from the next-door residential neighbor. The site slopes gently from the road down to the creek. The building lies partially in the 100-year flood plain.

Vehicular Circulation & Parking:

The main entrance drive comes off of Church Road near the main entrance of the building. The drive then bends as it goes around the building. The drive is close to the building, but the way the building is shaped, this leaves a little concrete entrance plaza into the building. People who park must cross this entrance drive in order to get to the building. There is another entrance to the parking lot, but that occurs on the Public Works Property and runs through their parking lot. A good portion of the library parking lot is used by public works employees. Additional parking is available in a public lot across Church Road.

Pedestrian Circulation:

A sidewalk runs along Church Road on both sides of the street. There are pedestrian crossing demarcations in the street that



Main Entry

Cheltenham Township Existing Facilities Report



Crack in brick that extends from corner of door



Crack in CMU block wall



Note haze in center window

cross Church Road, and also the entrance drive into the library. The main entrance into the library is accessible.

Issues to consider:

The way the entrance drive enters the site and then turns is not ideal, as pedestrians need to cross from the parking lot to the main entrance at this location. Drivers are trying to decelerate and turn at the same time all within a short distance. In addition, people turning left into the parking lot may actually be accelerating into the entrance drive to avoid oncoming traffic. Consideration should be given to relocating the entrance drive to a location that does not create this situation. Due to the high volume of traffic on Church Road, the sites proximity to the intersection of Old York Road and many other driveways and intersections, entering and exiting the library both as a pedestrian and driver is tricky.

Building Exterior:

Masonry wall construction: The exterior walls are CMU block with veneer brick. The walls have 2" of rigid insulation and a 1" air space. The general appearance of the brick from the street is good, however, upon closer inspection, there are some major cracks in both the brick veneer and the CMU block wall.

Issues to Consider:

The cracks in the brick and block are indicators that there are greater structural issues that need to be dealt with and addressed. The cause of these cracks needs to be investigated.

Fenestration: The windows are original to construction. They are aluminum clad windows with wood interiors. The glass panes are insulated. Many of the larger panes have developed a frosty tint. This is indicative of insulated glass where the vacuum seals have failed and allows moisture to enter within the insulated glass and condense on the pane.

Issues to Consider:

Replacement of the windows would be required to maintain an insulated thermal envelope.

Cheltenham Township Existing Facilities Report

Roof: The building has a flat roof with a rubber roof membrane. This appears to have been replaced more than 20 years ago and is in need of replacement. The masonry walls extend up past the roof to form parapets. Multiple leaks have occurred which staff has been patching.

Issues to Consider:

Rubber roofs of this type have a life cycle of about 20 years. The roof should be replaced as part of any renovation work.

Building Interior:

Flooring: A variety of flooring is found throughout the building. Most areas are carpeted. The carpeting is a combination of broadloom carpet and carpet squares. All the carpet is in a worn condition. Some back rooms have VCT tile, and other service spaces are exposed concrete. The bathrooms have ceramic tile.

Issues to Consider:

All the flooring should be replaced as part of any renovation work.

Walls: Interior walls are brick and/or CMU block and are non-loadbearing. There are also brick piers at various locations to support the structural steel.

Issues to Consider:

Restrooms will need to be renovated. This means CMU block walls will need to be removed and new walls constructed. Brick and CMU block walls are more costly to modify in renovation work.



Discolored fluorescent lighting

Ceilings: The vast majority of spaces have acoustical tile ceilings. These appear to be in fair to good condition. The lighting needs to be replaced.

Cheltenham Township Existing Facilities Report

Issues to Consider:

Ceiling tile should be assessed per area based on any renovation work that is planned. If renovation plans allow the ceiling to remain, the ceiling tile could be reused.

General layout and use of spaces: The layout provides for a nice open area with the use of some columns. This allows for flexibility of use.

Issues to Consider:

Space is maxed out for the current Library program. Expanding program via a building addition is not possible on this site due to the proximity to the street, the creek and property lines. Expanding vertical is not ideal for a library as visual control of the whole space is important.

A portion of the building is in the flood plan, so consideration should be given to the fact that books do not like water or moisture. This volume of books are not easily moved in an emergency. Consideration should be given to relocating the library.

Code compliance: Even though the building has many adaptations to make the main spaces accessible, it falls short of today's codes.

Renovation of the building in order to be properly occupied by the Public would involve the need to bring everything up to current code standards. This would include:

- evaluating the structure and remediating any deficiencies.
- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. The existing thermal envelope would need to be evaluated and supplemental insulation provided if not currently adequate. All windows would need to be replaced with insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating

Cheltenham Township Existing Facilities Report

accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to be made accessible. The restrooms are not ADA compliant (with the exception of a family restroom added in 2016). Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required. In addition, more than 50% of the exterior doors would need to meet ADA requirements.

- Meeting the plumbing code. All the plumbing would need to be replaced.

Issues to Consider:

In order to meet current codes, the building will need to be fully renovated.

Mechanical System Description

Central Heating Plant:

The heating plant consists of a gas fired high efficiency condensing boiler. Water is distributed through the facility through in-line pumps. A three-way valve resets the leaving water temperature. Hot water distribution piping is steel with threaded couplings and copper piping.

The boiler is newer (approximately 10 years old) and in fair condition. It has had several problems and several components have been replaced. The pumps and control valve are in poor condition. Piping insulation is missing.

Packaged Rooftop Units:

Packaged rooftop units duct air into the space to provide heating, cooling, and ventilation. The units consist of a direct expansion cooling system and supply fan. Heating is provided by hot water reheat coils within the ductwork. The rooftop units

Cheltenham Township Existing Facilities Report

are in fair condition. The primary source of heat comes from the gas fired boiler.

Terminal Heating Equipment:

Terminal heating equipment such as baseboard radiation, convectors and cabinet heaters are present to heat auxiliary spaces and to provide comfort heating to several occupied spaces. All components appear to be in fair condition.

Exhaust Air Systems:

Exhaust fans were observed serving the Janitor's Closet and Toilet Rooms. The fans are believed to be in working order. They appear original to the construction and are in fair condition.

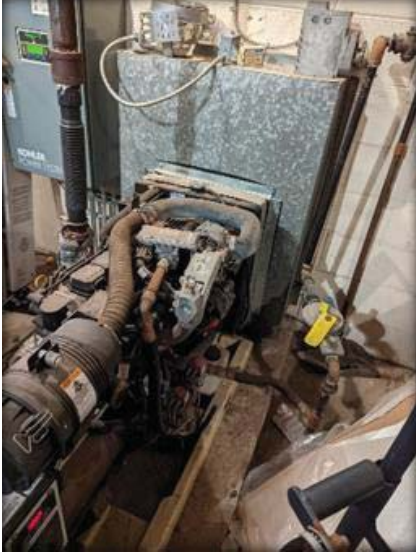
Temperature Controls:

The facility has no central control system. The equipment operates with self-contained electric controls.

Issues to consider/recommendations:

The boiler should remain but the pumps, control valve, and accessories are recommended for replacement. The hot water piping should be insulated in any accessible locations. The existing hot water reheat system is very inefficient. It is recommended that the packaged rooftop units be replaced with new Variable Air Volume packaged rooftop units. The hot water reheat coils shall be replaced with Variable Air Volume boxes with hot water reheat coils. This will enable the system to reduce airflow prior to reheat which will result in energy savings. Finally, a new building automation system shall be installed to supervise the HVAC system.

Cheltenham Township Existing Facilities Report



Emergency Generator

Electrical System Description

Electrical Distribution:

The electrical service originates from a PECO pole and runs underground to an exterior pad mounted PECO transformer. The secondary of the transformer is 120/208V 3PH 4W and feeds an old 400A Federal Pacific enclosed circuit breaker which then feeds a Penn Panel main distribution panel (MDP). The main distribution panel is dated 03/02/2021. This MDP feeds multiple panelboards manufactured by Gould throughout the building. The Gould panels are past their serviceable life.

Emergency Generator:

The building is equipped with a Kohler 13KW 120/208V interior natural gas generator. A single transfer switch feeds a single panelboard which supports emergency lighting in the building. The generator shares a room with other equipment which is no longer a code compliant installation. Additionally, storage is against the generator which is a fire hazard.

Lighting System:

Interior and Exterior lighting fixtures have been retrofitted with LED replacement lamps. The library consists mostly of architectural suspended linear fixtures with some downlights. Office areas utilize 2x4 troffers and the boiler/generator room has industrial fixtures. No automatic controls were observed.

The building's emergency lighting is fed from the generator as well as some emergency battery packs.

The light fixtures appear to be in good working condition. While the fixtures have been retrofitted to be LED lamps, replacing these with new LED fixtures will further reduce maintenance and provide energy savings. Code required automatic lighting controls should be installed to comply with current electrical codes.

Cheltenham Township Existing Facilities Report



Existing data system

Data/Network System:

The building's data network infrastructure is CAT5 cable and consists of a couple switches on a small custom built shelving unit with doors and chicken wire. There appears to be adequate data coverage throughout the building,

Fire Alarm System:

The existing Fire Alarm System is a Notifier Firelite System. This is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. The fire alarm system is at the end of its serviceable life.

Issues to consider/recommendations:

The electrical distribution equipment is nearing the end of life and should be considered for upgrade.

All lighting and lighting controls should be replaced with new LED-type fixtures and code compliant controls.

It is recommended that a proper data rack be installed in place of the custom-built enclosure.

Additional cameras should be installed to provide complete coverage of the building.

Replace the emergency generator system with new code compliant solution.



Firelite fire alarm control panel

Plumbing System Description

Domestic Water Service:

The building has been provided with a public domestic water service. The main Domestic water service for the building includes a water meter and backflow preventer. Some leakage or condensation drip was observed, and insulation was removed from the service piping.

Cheltenham Township Existing Facilities Report

Septic/Sewage:

The building drainage system is served by a public sewer system.

Domestic Water Heating:

The existing domestic water heating system serving the building is nearing the end of its useful life.

Fuel Gas system:

The building has been provided with a natural gas service.

Plumbing Fixtures:

Plumbing fixtures within the toilet rooms include primarily wall hung tank type water closets, and wall hung vitreous china lavatories with manual faucets. The fixtures are generally in fair condition but are dated and do not comply with all current ADA/ANSI A117.1 accessibility requirements.

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. No chronic blockages were reported. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

Domestic Water Supply System:

Domestic water supply piping is primarily copper piping and is reaching the end of its expected service life.

Fire Protection:

No existing automatic fire protection/sprinkler system exists.

Cheltenham Township Existing Facilities Report

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of their expected useful life.

Overall, most plumbing fixtures within the building are in poor condition, many areas do not include “accessible” fixtures complying with all current ADA/ANSI A117.1 requirements. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a “fully sprinklered” building.

Cheltenham Township Existing Facilities Report



Glenside Pool

History of Glenside Pool:

Glenside Pool was established in 1967 to provide aquatic recreation for all Township residents.

Building Statistics:

Size of Building: 2,526 sf, 1 story building.

Size of Site: The pool facility is part of the larger Renninger Park tract of land.

Zoning District: The property is located in the R4 – Residential District

Site:

General Characteristics:

The property is located on South Keswick Avenue. The Tookany Creek runs along the south boarder of the site. The pools and the pool building are up tight against Memorial Hall (and mechanical spaces attached to the building). To the east is a small playground and a grassy seating area that runs along the side of the pool. This area is fenced in. On the other side of the fence are baseball, soccer fields and basketball courts. The south side of the site where the creek is wooded.

Vehicular Circulation & Parking:

There is on street parking located catty-corner of the East Waverly and Keswick intersection, that is shared with the Glenside Library. There is also shared on street parking along Keswick Avenue that stretches along Renninger Park. The designated on-street parking areas are not ideal in that one must back out of the spaces into the traffic of the street. The parking along Reninger park is angled parking, which means it is intended to be used from one direction.

Issues to Consider:

Additional parking should be considered, but the current layout does not allow for any place to accommodate parking without taking away from the ball fields. If multiple events happen at the

Cheltenham Township Existing Facilities Report

same time, the on-street parking may not be enough. Off street parking should be considered if drawing people from beyond the immediate neighborhoods.

Pedestrian Circulation:

Sidewalks throughout the neighborhood provide adequate and safe pedestrian access to the site.

Building Summary:

The pool house is constructed from brick and CMU block. It has open louvers to bring in light and provide air circulation. It has open wood trusses on the interior. The roof has asphalt shingles that are aged and in need of replacement. The whole building has major ADA deficiencies. The building is not heated or cooled. This results in significant plumbing issues. The layout is undesirable and inefficient. There are multiple leaks throughout the pool house; sources include the roof, piping from showers, toilets and sinks. Many shower fixtures are not operable because the old parts that no longer exist. There is no storage space for equipment or supplies, so it remains outdoors, or gets placed in other rooms meant for other functions. The pool equipment rooms are too small, which has affected the design and implementation of the filtration system. All the equipment is deficient and needs to be replaced.

Code compliance: The building falls short of today's codes in numerous ways.

Renovation of the building in order to be properly occupied by the Public would involve the need to bring everything up to current code standards. This would include:

- evaluating the structure for the proposed use and providing any supplemental structure as needed.
- Meeting the energy code. This would involve the need for all new electrical and HVAC systems.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to



Glenside Pool House



Entry into locker room does not meet code



Shower room with all faucets removed for repair

Cheltenham Township Existing Facilities Report



Example of pool coping, broken and with exposed aggregate



Same as above, and rusted diving board



Open electrical box with exposed wires

be made accessible. This includes the restrooms, locker rooms, changing rooms and shower rooms, as they are not currently ADA compliant. Reconfiguration of walls to accommodate the required clearances will be required in all these areas.

Issues to Consider:

In order to meet current codes, the building will need to be fully renovated or rebuilt.

The cost of the renovation work would not be worth the finished product. Consider razing the building and starting new.

Pool Summary:

The pool has significant issues. The pool equipment all needs to be replaced. The pool deck is uneven and cracked due to settling over time and presents trip hazards. The pool coping is worn, weathered and broken to the point where the rough aggregate is exposed and could cause harm to someone. All these issues affect public safety. In addition, the cost of maintenance to repeatedly address these issues is adding up. At this point the pool and pool house are a liability to the Township, both financially and legally.

The pool structure itself has multiple sources of leaks; from the shell, seems, returns, and the gutter system. The bowl is in need of repairs. Every season the conditions get worse. There are areas of visible damage. The wall behind the shell is crumbling and becoming a safety concern. The piping running from the surge tank to the pool and from the surge tank to the ground water are original to the pool's construction and are in need of replacement. The piping from the surge tank to the main filter room are also in need of replacement.

Issues to Consider:

Refurbish this site with some other function and provide one central pool facility for the entire Township. This would enable the Township to provide a new first-class facility for a fraction of the cost and limits the need of restoring and maintaining multiple

Cheltenham Township Existing Facilities Report

pool facilities. It would also reduce the amount of staffing required to service the facility.

In 2016 the Township commissioned a study of its pool facilities. The study provided costs for construction of new pools, noting that the pools are at the end of their useful lives. The report said that repairs could be done to extend the lives of the pools 5 to 10 years, but major decisions with respect to full replacement of the pools would be required during that period. Seven years later the pools experienced delayed openings for the 2023 season and will require significant costly repairs to open in 2024.

Cheltenham Township Existing Facilities Report



Conklin Pool

History of Conklin Pool:

Conklin Pool was formerly the “Cheltenham Swim Club” and was purchased by the Township in 1967 to provide aquatic recreation for all Township residents.

Building Statistics:

Size of Building: 2,930 sf, 1 story building.

Size of Site: Approximately 6 acres.

Zoning District: The property is located in the R3 – Residential District

Site:

General Characteristics:

The property is located on Church Road at the termination of Yew Road in close proximity to Cottman Avenue. It is situated between a residential neighborhood and backs up against a more commercial zone at Cottman Avenue. There is plenty of off-street parking, however, the lots are in need of repair. There is a tree buffer between the pool and the backs of the commercial buildings. There are some open green areas with a playground and basketball court. The site is bisected by a low runoff area that gets funneled into a concrete open air stormwater channel. The pool house is towards the center of the site.

Vehicular Circulation & Parking:

There is one entry into the parking lot that aligns with the pool house. The parking areas are then located on either side. There is an in and an out with a center island.

Issues to Consider:

Parking areas should be repaired and fully paved.



Low lying water run-off area

Cheltenham Township Existing Facilities Report



Conklin pool house



Showers with missing faucets and trench drains that are not permitted by code



One of many structural cracks in CMU block walls

Pedestrian Circulation:

There are sidewalks on the side of the street that the pool is on. The adjacent neighborhood does have sidewalks, but they terminate short of Church Road.

Issues to Consider:

Sidewalks should be extended to provide safe pedestrian access.

Building Summary:

The pool house is constructed from brick and CMU block. It has an assortment of open louvers to provide air circulation. It has open wood trusses on the interior. The roof has asphalt shingles that are aged and in need of replacement. The whole building has major ADA deficiencies. The building is not heated or cooled. This results in significant plumbing issues. The layout is undesirable and inefficient. There are major structural cracks in the CMU walls that need addressing. There are multiple leaks throughout the pool house; sources include the roof, piping from showers, toilets and sinks. Many shower fixtures are not operable because the old parts that no longer exist. There is no storage space for equipment or supplies, so it remains outdoors, or gets placed in other rooms meant for other functions. The pool equipment rooms are too small, which has affected the design and implementation of the filtration system. All the equipment is deficient and needs to be replaced.

Code compliance: The building falls short of today's codes in numerous ways.

Renovation of the building in order to be properly occupied by the Public would involve the need to bring everything up to current code standards. This would include:

- evaluating the structure for the proposed use and providing any supplemental structure and repairs as needed.
- Meeting the energy code. This would involve the need for all new electrical and HVAC systems.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating

Cheltenham Township Existing Facilities Report



Broken, replaced, and worn coping



Electrical box sticking up is a trip hazard



Closeup of coping

accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. All spaces would need to be made accessible. This includes the restrooms, locker rooms, changing rooms and shower rooms, as they are not currently ADA compliant. Reconfiguration of walls to accommodate the required clearances will be required in all these areas.

Issues to Consider:

In order to meet current codes, the building will need to be fully renovated.

The cost of the renovation work would not be worth the finished product. Consider razing the building and starting new.

Pool Summary:

The pool has significant issues. The pool shell itself leaks. The pool equipment all needs to be replaced. The pool deck is uneven and cracked due to settling over time and presents trip hazards. The pool coping is worn, weathered and broken to the point where the rough aggregate is exposed and could cause harm to someone. All these issues affect public safety. In addition, the cost of maintenance to repeatedly address these issues is adding up. At this point the pool and pool house are a liability to the Township, both financially and legally.

The filtration system does not function properly. Several buckets of filter sand enter the pool daily, to which the cause is unknown. The pool shell leaks thousands of gallons of water and needs a water supply to run non-stop in order to function. The pool structure itself has multiple sources of leaks; from the shell, seems, returns, and the gutter system. The bowl is in need of repairs. Every season the conditions get worse. There are areas of visible damage. The wall behind the shell is crumbling and becoming a safety concern. The piping running from the surge tank to the pool and from the surge tank to the ground water are original to the pool's construction and are in need of replacement. The piping from the surge tank to the main filter room are also in need of replacement.

Cheltenham Township Existing Facilities Report

Issues to Consider:

Refurbish this site with some other function and provide one central pool facility for the entire Township. This would enable the Township to provide a new first-class facility for a fraction of the cost and limits the need of restoring and maintaining multiple pool facilities. It would also reduce the amount of staffing required to service the facility.

In 2016 the Township commissioned a study of its pool facilities. The study provided costs for construction of new pools, noting that the pools are at the end of their useful lives. The report said that repairs could be done to extend the lives of the pools 5 to 10 years, but major decisions with respect to full replacement of the pools would be required during that period. Seven years later the pools experienced delayed openings for the 2023 season and will require significant costly repairs to open in 2024.

Cheltenham Township Existing Facilities Report



Public Works Building

History of Public Works Facility:

The Public Works Facility was constructed in 1973 for use as the Public Works Administration, Maintenance Garage and associated activities. It was also designed to contain a dog pound and the District Justice Courthouse. Miscellaneous support sheds/structures were built in the following years.

Building Statistics:

Size of Building: 21,874 sf, 2 story building plus 6,970 sf in out-buildings

Size of Site: Approximately 2.5 acres

Zoning District: The property is located in the MU1 – Mixed Use District

Site:

General Characteristics:

The Public Works Facility is located at the intersection of Old York Road and Church Roads and is bound on the southeastern side by the Tookany Creek. There is a small pedestrian plaza at the corner of the intersection with a small parking lot for the general public that is accessed off of Church Road. The site is elevated from the creek and is fairly level, even though the creek has a steep bank along the property, the majority of the site is in the 100-year flood plain. There is a screen wall/retaining wall that extends from the building along the north property line. This wall helps as a visual screen, so the “messy” yard is not seen from the street.

Vehicular Circulation & Parking: There is access off of Church Road into a small parking lot for Public Works staff. Access into the inner yard is through this parking lot. This would also be where the public would drop off large bulk items. This parking lot is connected with the library parking lot. The parking lot is not enough for the number of staff and as a result portions of the library parking lot gets used by Public works staff. Work trucks and equipment are kept within the inner yard.



Photo of inner yard with equipment staged along creek



Photo of entry into inner yard

Cheltenham Township Existing Facilities Report

Issues to Consider:

The parking for staff is insufficient. The main drive for large vehicles and equipment is through the parking lot where the public may be on occasion dropping off items, or by people using that entrance for the library. This is the only way in and out of the inner yard. This confluence of issues is problematic. It was noted by staff that there are large blind spots that are very dangerous.

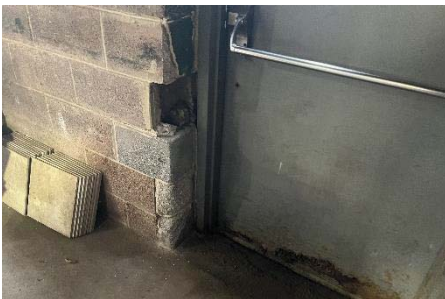
Public Works Office is not ADA accessible from the inner yard.

The majority of the site is in the flood plain. This presents a major environmental concern should any of the fuel or chemicals leach into the creek. The fact that the flood plain is there limits any construction items on site to alleviate other issues and concerns with the site and structures.

The proximity of the yard and its parking and entrance drive to the intersection at Old York Road often creates back ups and dangerous situations, particularly during periods of heavy traffic, which is during normal operating hours.

A new site should be pursued that can house a new public works facility.

Pedestrian Circulation: There are sidewalks on both sides of both roads and crosswalks are provided at the intersection. There is a long ramp that leads from the public parking lot and wraps around to the front entry of the building which is elevated significantly above the road. This ramp is uneven and has multiple large cracks that are potentially dangerous. There are no ADA parking spaces in the parking lot where the ramp starts. The stairs leading to the main entry are falling apart and need to be removed and rebuilt. These stairs are currently out of service.



Broken CMU block and rusted door and frame

Issues to Consider:

An ADA parking space should be provided, and the existing ramp should be inspected to verify it meets ADA standards.

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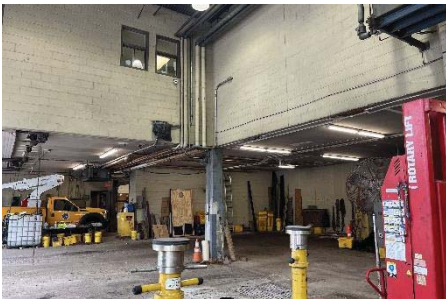
View of equipment bay

Building Exterior:

Masonry wall construction: The building is CMU block with brick veneer, with the incorporation of some metal panels. The walls are not insulated. There are numerous locations where the block walls have cracked. There is a screen/retaining wall that surrounds the yard. This wall is in bad condition and needs to be replaced.

Issues to Consider:

If the building is to continue to remain operational, it should be renovated and brought up to code. This would include addressing all the structural issues and insulating the walls.



View of equipment bay with crack in masonry

Fenestration and Doors: The original aluminum storefront windows appear to be intact. There are some locations where metal door frames and doors have started to corrode. Garage doors appear to be in fair condition, with some in poor condition. The garage doors are not insulated.

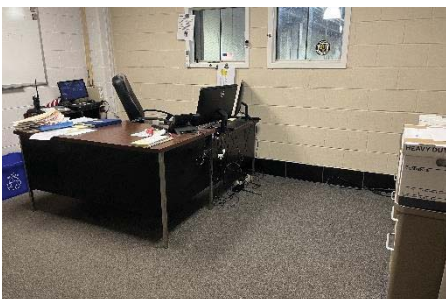
Issues to Consider:

All windows and doors should be replaced as part of any renovation work.

Roof: The main building has a flat roof.

Issues to Consider:

The current condition of the roof membrane should be investigated to verify its condition.



Example of interior walls and carpet flooring

Building Interior:

Flooring: The flooring materials and conditions vary. The main work bays and work areas are exposed concrete. The inner spaces have a variety of VCT tile and Ceramic Tile. Office spaces tend to have carpeting. The hard surface flooring appears to be in fair condition given the use and abuse they receive. The carpeted areas dated and worn.

Cheltenham Township Existing Facilities Report

Issues to Consider:

Replace flooring as appropriate for future use. Give flooring that remains a good deep cleaning.

Walls: The majority of interior walls are CMU block. The condition of the walls varies depending on which space they are in. Some interior walls have cracks. Some walls are stained, some walls have paint peeling or worn off. Walls in office spaces are generally in good condition.

Issues to Consider:

Structural issues will need to be addressed. Other walls can be cleaned and repainted.



Typical interior ceiling

Ceilings: It appears that the vast majority of ceilings in the smaller rooms are suspended acoustical tile. As a whole these are in poor condition. In most other areas there are no ceilings, it is just the exposed structure.

Issues to Consider:

With any renovation work, all the acoustical tile ceilings and grids need to be replaced.



Dog pound area

General layout and use of spaces: The layout of the building and the site leave little to be desired. Portions of the building are not fully utilized, such as the dog pound area. While others are packed full and overcrowded. There are no female locker rooms or showers. The use of other out structures seems to be somewhat random and haphazard in their placement- just trying to do the best with the space allotted. There are many inefficiencies with daily routines. The interface with the public is out of the way and confusing.

Issues to Consider:

A full and proper renovation would be costly. Given the limitations of being in a flood plain, improvements that would



Restroom – not in compliance with ADA

Cheltenham Township Existing Facilities Report

make things better are not allowable under the zoning ordinance. In addition, the location being next to a congested intersection, make this a challenging and less than desirable site. Thus, in the long term, it would be prudent to find a new site that could accommodate a whole new facility.

Code compliance: Due to the age of the buildings, many things are not in compliance with today's codes.

Renovation of the building would mean having to bring everything up to current code standards. This would include:

- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also mean that the exterior walls and roofs would need to be insulated, and all windows and doors would need to be replaced with systems that have insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. Due to the size of the building, ADA issues mostly pertain to the more concentrated areas – Locker rooms, restrooms, etc.
- This means providing an elevator and/or lifts to access any offset levels. Also, the majority of restrooms are not ADA compliant. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required.
- Meeting the plumbing code. All the plumbing would need to be replaced.

Issues to Consider:

The building could be renovated to bring it up to code, but this would not address any of the programming improvements that are needed. It would not make sense to invest money in something that would not help improve operations.

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Rusted steel column at salt shed



Rusted steel beams at salt shed

Structural Issues:

Within the main building, there are numerous structural issues with the masonry walls that need to be addressed. There are other structures on site where steel beams and columns are rusting and corroding away. These need to be addressed if the Public Works facility is to remain.

Issues to Consider:

If investing in a facility in the short term, that needs to be relocated, has any value.

HVAC System Description:

Central Heating and Cooling Plant:

The facility is heated by a single standard efficiency gas fired boiler. The boiler water circulators connected to thermostatic zones. Hot water distribution is threaded steel piping with some fiberglass insulation. The boiler is over 50 years old and needs to be replaced along with all the controls, pumps and valves.

Rooftop Unit:

Office spaces are heated, ventilated, and air conditioned from a packaged rooftop unit. The spaces are thermostatically zoned with hot water reheat coils.

Terminal Equipment:

The garage bays are heated with a combine of gas fired unit heaters and gas furnaces. Hydronic supplemental heating units are located throughout.

Exhaust Air Systems:

Exhaust fans were observed serving the Toilet Rooms. The fans are believed to be in working order. They appear original to the construction.

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Temperature Controls:

The facility has no central control system. The equipment operates with self-contained electric controls.

Issues to consider/recommendations:

The HVAC system should be replaced in its entirety. The rooftop unit has failed. As a temporary measure ductless mini-splits have been installed for cooling. The boiler, gas fired heating units, and exhaust systems appear original and are in poor condition. The packaged rooftop unit should be replaced with a new unit consisting of direct expansion cooling, gas furnace, and heat recovery wheel. The boiler should be replaced with a wall hung condensing boiler with new circulators and piping. The hot water reheat coils in the ductwork should also be replaced. New exhaust systems and gas unit heaters are needed throughout. There should also be an adequate exhaust system installed in the work bays to remove vehicle exhaust along with welding fumes. Lastly the entire system should be brought under control of a Building Automation System.

Electrical System Description:

Electrical Distribution:

The electrical service originates from a PECO pole and runs underground to an interior owner owned unit substation. The substation consists of a Penn Panel air interrupter switch and a 400kVA 4160V primary to 120/208V 3PH 4W transformer. The unit substation is dated May 1974 and has only about 1ft of clearance in front of the gear. The gear does not have code minimum clearances or code required clear egress paths out of the room. Additionally, the gear is past its serviceable life.



Air interrupter switch

The unit substation feeds a Penn Panel distribution panel of the same vintage which distributes to the rest of the building's panelboards and large equipment. All of the panelboards observed were Penn Panel dated 1974 and all were in poor condition.

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Kohler Emergency Generator

Emergency Generator:

The building is equipped with a Kohler 65kW 120/208V 3PH 3W natural gas generator located in the main boiler room. The generator feeds a single Asco transfer switch which feeds an emergency panelboard which supplies mostly power to the mechanical plant. There is no separation for life-safety systems and the current code does not permit the generator to share a room with anything. The generator system is original to the building and past its serviceable life. There is another generator that is in working condition that supplies the building.

Lighting System:

Interior fixtures are all fluorescent technology with exterior lighting being mostly fluorescent technology with some metal halide. The garage and most back of house areas utilize T8 industrial strip lights where the main corridor and office areas utilize 2x4 lensed troffers. No automatic controls were observed. There are some garage bays where the lighting has been replaced with LED light tubes.

The buildings' emergency lighting is normally on fixtures supplied by the generator. However, there is no separation of the life-safety branch as required by code, so the emergency lighting solution does not meet current codes.

The light fixtures appear to be in working condition. New LED fixtures would reduce maintenance and provide energy savings. Code required automatic lighting controls should be installed to comply with current electrical codes.

Data/Network System:

The building's data network infrastructure is CAT5 and 5e cable. There appears to only be one main data location inside one of the garage bays. The phone system is digital and utilizes cat3 cable. The system is dated and is located in a dirty environment.

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Fire Alarm System:

The existing Fire Alarm System is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. The fire alarm system is original to the building and is past its serviceable life.

Building Security System:

The building security system is a Magnum Alert system with perimeter door contacts and motion sensors.

There is a door access system in the building. Head-end panel was not observed, but it was limited to a few control doors.

A mixture of cameras was observed throughout the building. The cameras are POE.

Issues to consider/recommendations:

The electrical distribution equipment is past the end of life and should be replaced in its entirety including unit substations, panelboards, branch circuits, and wiring devices.

The data system is dated and not located in a clean conditioned space. The system should be replaced in its entirety and upgraded to current structured cabling solution standards.

It is recommended all lighting be replaced with new energy efficient LED type fixtures with code required automatic lighting controls.

The generator system is past its serviceable life and does not meet current codes. The system should be replaced with a new code compliant solution.

Additional cameras should be installed to provide complete coverage of the building.

The fire alarm system is past its serviceable life and should be replaced in its entirety.

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Plumbing System Description:

Domestic Water Service:

The building has been provided with a public domestic water service. The main Domestic water service for the building is located in the Mechanical Room and includes 2" water meter and backflow preventer. Some leakage or condensation drip was observed, and insulation was removed from the service piping.

Septic/Sewage:

The building drainage system is served by a public sewer system.

Domestic Water Heating:

The existing domestic water heating system serving the building includes an electric tank type water heater.

Fuel Gas system:

The building has been provided with dual rate natural gas service, and has two new gas meters.

Plumbing Fixtures:

Plumbing fixtures within the building are in poor condition.

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. No chronic blockages were reported. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

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Domestic Water Supply System:

Domestic water supply piping is primarily copper piping and is reaching the end of its expected service life.

Fire Protection:

No existing automatic fire protection/sprinkler system exists.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of their expected useful life.

Overall, most plumbing fixtures within the building are in poor condition. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a "fully sprinklered" building.

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Center for the Arts

History of the Center for the Arts:

Originally constructed in 1883 as the George K. Heller School, it housed the first Cheltenham High School. It had additions built in 1893 and 1906. Operations as a school ended in 1953. Cheltenham Township acquired the building and has leased the building to the Center for the Arts (a separate non-profit entity) since 1953. In 1963 and 1969 two additions were built. It was listed on the National Register of Historic Places in 2001. Use of this site as a school dates back to 1795.

Building Statistics:

Size of Building: 21,362 sf, 2 ½ story building with a basement.

Size of Site: Information not provided.

Zoning District: The property is located in the R1 – Residential District

Site:

General Characteristics:

The property is a trapezoidal shape that backs up against the Tocany Creek, which is heavily wooded. It is located on Ashbourne Road. The building sits in the center of the property and has parking lots that wrap around the building. The site is slightly elevated from the street and has a low stone retaining wall that runs along the front of the property.

Vehicular Circulation & Parking: Access into the parking lot is one-way. One enters at the south end and then exits at the north end. There is no street parking on Ashbourne Road.

Issues to Consider:

Parking seems to be sufficient for typical daily operations, however, there is not enough for special events.

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Stone and Brick, also gable roof sloping into Wall



Masonry in need of repair



Crack in stone wall



Window with peeling paint

Pedestrian Circulation: There are sidewalks on both sides of Ashbourne Road that connect to the local neighborhoods. However, due to the raised elevation off of the street, ADA access is a challenge.

Issues to Consider:

Provide a means to enter the site that is ADA friendly.

Building Exterior:

Stone wall construction: The building is constructed out of solid stone. There are some minor additions that are brick. The walls are not insulated. There are numerous locations where the stone walls have cracked, and the mortar joints have fallen out. There are also other areas where the window openings have been infilled and have a stucco finish. It has been noted that water infiltrates the building through the stone walls. In some areas around the windows, mortar has fallen out, which allows water to enter into the interior layers of the wall.

Issues to Consider:

If the building is to continue to remain operational, it should be renovated and brought up to code. This would include addressing all the structural issues and insulating the walls. All the masonry should be repointed, cleaned and sealed with a clear sealer to help prevent water migration through the walls.

Fenestration and Doors: The original single pane divided lite wood windows appear to still be in place. Some windows may have been replaced with historically accurate replicas at some point. The painted frames and mullions on the exterior are peeling and are high maintenance. The main entrance door appears to be the original wood door. Other exterior doors are hollow metal. There are several windows with cracked windowpanes.

Issues to Consider:

All non-insulated windows and all hollow metal doors should be replaced as part of any renovation work.

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Roof sloping into wall

Roof: The building has multiple gable roofs. These gable roofs die into each other. Although this provides a unique look, it makes it a challenge to control the water and keep it out of the building. These gable roofs have been re-shingled with asphalt shingles that appear to be more than halfway through their serviceable life. The gable roofs also have overhangs and wood trim details.

Issues to Consider:

Gable roofs dying into each other is problematic, as it brings water into the building that then has to be shed away from the building.

Wood trim and overhangs are high maintenance and costly to paint or replace.



Original wood flooring

Building Interior:

Flooring: The original buildings have wood floors. These floors have been treated in various ways. Where left exposed and stained, they provide a nice look with lots of character, however, they are often uneven and not level. In other areas the wood floors are left exposed and are painted. In other areas they are covered with carpet. There are other minor areas of the building that have laminate or tile flooring. The basement is mostly exposed concrete. There are areas in the basement where ground water seeps through the floor and floods the lower levels of the basement.

Issues to Consider:

Having and maintaining the original wood floors looks great and maintains the historical character of the building. Attention and care should be given to how these are maintained and refinished, such that they are safe and don't create any trip hazards. Flooring in some areas may need to be replaced to match the original flooring. Ground water issues should be addressed.



Original wood flooring painted

Walls: Original interior walls are either stone or wood stud with plaster finish. There are some areas with beadboard wainscots.

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Plaster ceiling that has fallen leaving a hole
In the ceiling – note peeling paint

Several areas throughout the building have walls that have been damaged due to water infiltration.

Issues to Consider:

Walls are not easily reconfigured or moved.

Source of water infiltration should be addressed prior to making any interior repairs.

Ceilings: Original ceilings are plaster on lath. In most areas where these ceilings are exposed, they show their age. Peeling paint and spalling are common. Some areas the plaster has come apart from the lath. The peeling paint and spalling is indicative of moisture issues. Basement areas have a combination of acoustical tile ceiling, wood bead board and plaster.

Issues to Consider:

If the original plaster ceiling are to be kept, moisture issues need to be addressed, and all areas need to be checked to make sure they are sound and secure. Water infiltration issues should be addressed prior to making any interior ceiling repairs.



Rust egress stair from upper level

General layout and use of spaces: This building seems to serve well as an arts studio, wide open spaces, large windows, display spaces, and flexibility of use. Basement spaces that can be messy and dirty. However, many of the spaces have safety concerns. The secondary means of egress from the upper level is a pull-down metal (rusted) fire escape.

Issues to Consider:

Having the kilns in the basement is a safety concern, as the ceilings nearby and floors above are wood. They should be contained in non-combustible construction. The black box theater seating platforms and stage are made out of wood and are unsafe in the event of a fire.

The emergency fire escape stairs are old and unsafe. An enclosed protected stair should be provided.



Wood ceilings in basement – shows evidence of water damage

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Open kiln in basement



Restroom – not ADA compliant



Water issues in basement

Code compliance: Due to the age of the buildings, many things are not in compliance with today's codes.

Renovation of the building would mean having to bring everything up to current code standards. This would include:

- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also mean that the exterior walls and roofs would need to be insulated, and all windows and doors would need to be replaced with systems that have insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements.
- This means providing an elevator and/or lifts and ramps to access any offset levels. Also, the majority of restrooms are not ADA compliant. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required.
- Meeting the plumbing code. All the plumbing would need to be replaced.

Issues to Consider:

The building could be renovated to bring it up to code, but this would be a very costly venture. The township would need to weigh cost of renovation and continual upkeep and maintenance of an old structure vs. the cost to taxpayers.

Structural Issues:

There does not appear to be any major structural issues at this time. Some cracks in the masonry were observed. Maintaining the mortar joints is critical to maintaining the structural integrity of the walls. If not maintained, moisture intrusion could start to accelerate damage. Water infiltration appears to be an issue in the basement level.

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Issues to Consider:

The basement walls should be waterproofed from the exterior.

The building is a financial and safety liability to the Township. Consideration should be given to divesting the property.

HVAC System Description:

Central Heating Plant:

The heating plant consists of a gas fired low-pressure cast-iron section boiler. Feedwater for the boiler is provided with a feedwater system consisting of a storage tank and single electric feedwater pump. Steam distribution is a mix of threaded steel and copper piping with float and thermostatic traps. The boiler and feedwater system are in good condition.

Terminal Heating Equipment:

Cast iron steam radiators are located throughout the facility. Radiators include a manual control valve. These are reported to constantly leak and lose pressure.

Air Conditioning

Cooling is provided by split air handling units, ductless mini-splits, and window air conditioners.

The split air handling unit serves the theater space. The split system is in good condition.

Temperature Controls:

The facility has no central control system. The equipment operates with self-contained electric controls.

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Issues to consider/recommendations:

The HVAC systems are operable and reasonably maintained for its age. However, it is an antiquated system which is beyond its useful life. It is inefficient and temperature control is problematic given the system configuration. Staff noted that there are constant maintenance calls regarding this system.

The system should be replaced in its entirety with a multi-zone heat pump system with an energy recovery ventilator for ventilation. This will enable thermostatic control in each space and will provide ventilation air to the spaces. In addition, a building management system shall be installed to supervise the operation of the HVAC system.

Electrical System Description:

Electrical Distribution:

The electrical service originates from a PECO pole. The electrical is overhead to a weather head on the building and feeds a 400A 120/240V 1PH 3W distribution panelboard in the basement. The main distribution panelboard is dated 2008. The distribution equipment observed throughout the building is of multiple manufacturers and vintages spanning the past 80 years. Some distribution equipment is well past its serviceable life. Romex conductors were observed exposed in the basement which is not code compliant. Additionally, due to the age of the building, it is suspected that there is cloth covered conductors as well as knob and tube wiring; more investigation is required. There is storage in front of the main electrical distribution equipment, which is not code complaint, a minimum 3ft clearance is required. Staff has noted that they have concerns regarding faulty wiring (due to age) and noted that there are leaks that pour directly onto electrical fixtures.



Exterior lighting conduit

Lighting System:

Interior lighting is mostly fluorescent technology with no automatic lighting controls as required by current codes. Most fixtures are surface mount industrials. Some areas were observed to have surface mount E26 lamp holders. The display areas on

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the main level have LED track lighting. This track lighting is powered via exposed Romex conductors.

Emergency lighting consists of emergency battery packs with remote heads throughout the building. Some battery packs were observed to have failed batteries. The battery packs should be fixed for required egress lighting.

Exterior lighting is mostly fluorescent building mounted lights. There is some exterior lighting that is tree mounted supplied via PVC conduit and overhead conductors. The tree has grown around the conduit creating an unsafe condition. The circuit should be deenergized and removed to the extent possible. Halogen area lights were observed at the corners of the building.

Data/Network System:

The building's data network infrastructure is limited to a few phone lines, coax lines, and a few data drops. Data goes through a residential style modem to support a couple office areas. The data system appears to be adequate for the current buildings functions, but is not a commercial grade solution.

Fire Alarm System:

The existing Fire Alarm System is a Firelite System. This is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. The fire alarm system appears to be near the end of its serviceable life.



Existing theater lighting

Theatre A/V and lighting:

There is a basic audio system that appears to be at least 40 years old and in poor condition.

The lighting system for the theatre appears to be equipment from about 50 years ago utilizing incandescent technology. The system is in poor condition.

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Issues to consider/recommendations:

The electrical distribution equipment is past the end of life and should be replaced except for the newer main distribution panel which is in good condition. All Romex, cloth insulated cabling, and knob and tube wiring should be replaced.

The theatre A/V and lighting solutions should be replaced with a new modern system.

It is recommended all lighting be replaced with new LED fixtures and code compliant controls.

The fire alarm should be replaced with a new system capable of being serviced.

The data system should be upgraded to a commercial grade system and expanded as required to meet needs.

The water leaks should be addressed as soon as possible.

Plumbing System Description:

Domestic Water Service:

The building has been provided with a public domestic water service.

Septic/Sewage:

The building drainage system is served by a public sewer system.

Domestic Water Heating:

The existing domestic water heating system includes a gas fired storage tank type water heater.

Fuel Gas system:

The building has been provided with natural gas service.

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Plumbing Fixtures:

Plumbing fixtures include primarily floor mount tank type water closets and wall hung lavatories with manual faucets. The fixtures are generally in fair to poor condition.

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction period of the associate area. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping.

Waste ejector pumps are located in the building.

Domestic Water Supply System:

Domestic water supply piping is primarily copper piping and is reaching the end of its expected service life.

Fire Protection:

No existing automatic fire protection/sprinkler system exists.

Issues to consider/recommendations:

The existing domestic water heaters appear to be in working condition but are nearing the end of its expected useful life.

Overall, most plumbing fixtures within the building are in poor condition but many areas do not include "accessible" fixtures complying with all current ADA/ANSI A117.1 requirements. Any replacement of the fixtures during future renovation should address all ADA/Accessibility issues as well as current water and energy conservation requirements.

The potable water distribution system should be tested for lead. Domestic water supply piping within the original construction area should be inspected for internal condition and replaced as required.

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Drainage piping should be inspected for collapsed or broken sections of pipes. Based on reports of poor condition, complete replacement of the sanitary drainage piping below slab should be considered as part of any future renovation projects.

The addition of an automatic sprinkler system should be added throughout the building as part of future renovations to attain a “fully sprinklered” building.

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Existing theater lighting

History of the Shovel Shop:

Originally, the Rowland House was constructed in about 1774. It had expansions made in the early 1810s with additional expansions in the early 1900s. It was added to the National Register of Historic Places in 1979.

Building Statistics:

Size of Building: 3,864 sf, 3 ½ story building with a basement.

Size of Site: Information not provided.

Zoning District: The property is located in the R3 – Residential District

Site:

General Characteristics:

The property is an awkward shape and small size located at the intersections of Ashbourne Road, Central Avenue and Tookany Creek Parkway. It is literally set back about 2 feet from Central Avenue and has a little bit of green space toward the intersection.

Vehicular Circulation & Parking: Vehicular traffic on Central Avenue is uncomfortably close to the house. There are several off-street parking spaces off of Central Avenue but are mostly overgrown by weeds. No ADA parking is provided.

Issues to Consider:

Proximity to the road is an unsafe condition.

Pedestrian Circulation: Sidewalks do not exist at this location on Central Avenue. The sidewalk on Ashbourne terminates at the intersection. There are no sidewalks or paths that lead up to the building, one must walk into the street or across the grass yard.

Issues to Consider:

No pedestrian access creates an unsafe condition.



House location relative to Central Avenue



Parking lot

Cheltenham Township Existing Facilities Report



Issues at chimney



Issues at chimney



Delamination of paint from stucco



Water issues on interior and security gate on window

Building Exterior:

Stone wall construction: The building is constructed out of solid stone and has been finished with stucco. The stucco has spalled in numerous locations and the paint on the stucco has peeled off in numerous locations. Main issues are centered around the brick chimney. Walls are not insulated. Ground water also enters through the foundation.

Issues to Consider:

The chimney appears to be the source of water intrusion issues that are causing damage to the structure. This needs to be addressed.

The building was last painted in 2018 and requires frequent painting at a significant cost.

Fenestration and Doors: The original single pane divided lite wood windows appear to be in place. It appears as though the glass panes or sashes may have been replaced at some time in its history. The windows on the interior have steel frames bolted to the wood frames for security purposes. Doors also appear to be original.

Issues to Consider:

All windows should be replaced with historically accurate replicas if renovated. Safety glass can be used to avoid unsightly steel frames and grids.

Roof: The building has simple gable roofs that are covered with cedar wood shake shingles.

Issues to Consider:

Maintain cedar shakes if historical accuracy is important.

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Wood floors with stenciling.

Building Interior:

Flooring: The original wood floors are exposed in some rooms. Other rooms are covered in wall-to-wall carpet. Some of the wood floors have ornate decorative stenciling. Some of the flooring near the entry doors are spongy. Multiple leaks throughout the years have caused damage to the flooring.

Issues to Consider:

Investigate and determine if carpet was installed to hide original wood floors for some reason. Restore original wood floors if existing conditions are suitable. Investigate reason for spongy floors and address.



Wall-to-wall carpeting

Walls: Original interior walls are either stone or wood stud with plaster finish. There are some areas with wood molding chair rails. There are some infill walls that are not original to the construction, and whose finish is not historically appropriate. Some walls have been damaged by water infiltration.

Issues to Consider:

Walls are not easily reconfigured or moved. Provide historically appropriate finishes on newer walls. Address water infiltration issues.



Added knee wall and wood paneling

Ceilings: Original ceilings are plaster on wood lath or have exposed beams and wood flooring. Some spaces in the upper level have wood paneling that was added that is not historically appropriate.

Issues to Consider:

Replace paneling that is not historically appropriate.

General layout and use of spaces: The building was a home that has been added onto numerous times, as such there are multiple levels in addition to the 3 ½ stories to contend with. It appears the building is mostly empty and not being used. There is a strong odor of mildew throughout the building.

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Offset floor levels



Uninsulated roof and walls

Issues to Consider:

The cost to renovate for public use is costly. The cost of maintaining a historical property that is seldomly used needs to be considered.

Code compliance: Due to the age of the buildings, many things are not in compliance with today's codes.

Renovation of the building would mean having to bring everything up to current code standards. This would include:

- Meeting the energy code. This would involve the need for all new electrical and HVAC systems. It would also mean that the exterior walls and roofs would need to be insulated, and all windows and doors would need to be replaced with systems that have insulated glass.
- Accessibility – This building predates the federal law, the Americans with Disabilities Act (ADA), mandating accessibility requirements in public buildings. As such, many of the spaces and components of the building do not meet ADA requirements. This building is particularly difficult due to its various offset levels.
- This means providing an elevator and/or lifts to access any offset levels. Also, no ADA restrooms provided. Replacement of all the restrooms and reconfiguration of walls to accommodate the required clearances will be required.
- Meeting the plumbing code. All the plumbing would need to be replaced.

Issues to Consider:

The building could be renovated to bring it up to code, but this would be a very costly venture. The Township would need to weigh the cost of renovation and continual upkeep and maintenance of an old structure vs. the cost to taxpayers.

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Structural Issues:

There does not appear to be any major structural issues at this time. The condition of the chimney should be investigated further to verify structural stability and to address water issues. If not maintained, moisture intrusion could start to accelerate damage. Water infiltration appears to be an issue in the several areas.

Issues to Consider:

The building is a financial and safety liability to the Township. Consideration should be given to divesting the property. The money from the divestment can fund other needed projects.

The cost of renovation would far exceed any benefits from any potential rental income.

HVAC System Description:

Gas Furnace:

The facility is heated and cooled with a vertical gas furnace located in the basement. Ductwork extends from the basement to the second floor to supply and return air from the unit. Cooling is provided by a split system arrangement with a cooling coil located on the discharge of the furnace and an outdoor condensing unit. Control is provided by a local electrical non-programmable thermostat.

The furnace, ductwork, and venting are in poor condition.

Issues to consider/recommendations:

The HVAC system should be replaced in its entirety with a new heat pump system. The ductwork shall be reinsulated, and new duct runs extended to the attic level. The new heat pump shall be controlled with a 7-day programmable thermostat.

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Main electrical panel board

Electrical System Description:

Electrical Distribution:

The electrical service originates from PECO pole with a pole mounted transformer. The electrical service goes overhead to a building mounted weather head and feeds the main panelboard in the basement. The main and only panelboard in the building is a 200A 120/240V 1PH 3W Schneider Electric homeline series panel. The panelboard is current production but has some surface rust and mold on the exterior. The building wiring is a mixture of armored, type NM (romex), and cloth insulated conductors. Cloth insulated conductors are known to degrade overtime and pose a potential fire risk.

Emergency Generator:

None present.

Lighting System:

Interior and Exterior lighting fixtures are a mixture of fluorescent and incandescent technologies. The basement has no working lights. The rest of the building is a mixture of incandescent track lighting, residential style surface mount fixtures, and surface mount linear fluorescents. Exterior lighting consists of a few contemporary style light fixtures on a timeclock. No automatic lighting controls were observed.

Emergency lighting is emergency battery packs with remote heads all the tungsten lamps.

Data/Network System:

The building's data network infrastructure consists of a residential style modem with some limited data lines in the building. There are analog phone lines utilizing cat3 cabling and some coaxial lines throughout the building. The data infrastructure does not appear to fully support the building.

Cheltenham Township Existing Facilities Report

Fire Alarm System:

The existing Fire Alarm System is a Honeywell Firelite System. This is a Horn/Strobe type fire alarm system. Smoke detection and Audio/Visual notification devices are located throughout the building. The fire alarm system appears to be in good working condition.

Issues to consider/recommendations:

The cloth insulated conductors should be replaced with new conductors with modern insulation.

The lighting should be replaced with new LED type fixtures with code required automatic controls.

The data system should be upgraded and expanded to support future building needs.

Plumbing System Description:

Domestic Water Service:

The building has been provided with a public domestic water service. The main Domestic water service for the building is located in the basement and includes 3/4" water meter and backflow preventer. Some leakage or condensation drip was observed, and insulation was removed from the service piping.

Septic/Sewage:

The building drainage system is served by a public sewer system. The basement has a sump pump to help remove constant ground water.

Domestic Water Heating:

The existing domestic water heating system includes an electric tank water heater.

Cheltenham Township Existing Facilities Report

Sanitary Drainage:

The below slab sanitary drainage piping serving the building is believed to be mostly original to the building construction. Observable drainage piping above slab consisted primarily of Hub and Spigot, or No-Hub cast iron piping, some PVC.

Domestic Water Supply System:

Domestic water supply piping is primarily copper piping and is reaching the end of its expected service life.

Fire Protection:

No existing automatic fire protection/sprinkler system exists.

Issues to consider/recommendations:

The existing plumbing systems serving the building are in poor condition or reaching the end of their expected service life. Replacement of the plumbing systems is recommended.

Cheltenham Township Program Analysis Introduction

The design team distributed questionnaires and met with department heads and select Township employees regarding their areas of involvement and expertise. This section includes a summation of the relevant issues that were identified for the programs with the most need. Coupled with the results of our analysis of existing conditions, the needs identified in this exercise helped form the exploration of potential master planning design alternatives.

Programs listing areas of need with associated square footages were developed for the following:

- Township Administration Building
- Community Center Program
- Emergency Medical Services Building
- Library (used Cheltenham Township Library System's report)
- Police Department

Please note that these programs act as an aid in establishing general square footages for the purposes of this study. The ultimate program and associated square footages may change based on timing, additional input, and budget, and will be refined with the appropriate staff prior to any implementation of ideas.

Township Administration Building

	TARGET			Remarks
	No	NSF	Total	
Township Administration				
<u>Administration Commons</u>				
Vestibule	1	90	90	Changeable public notice sign Building hours signage Separate Employee Entry
Lobby	1	400	400	(5) Windows with Shades 1 Admin / Switchboard 2 Finance (Tax, possibly 1 window) 2 Codes 1 Police (if all in same building) 1 Parks and Rec (if all in same building) Seating, Display case
Public Restrooms	2	200	400	Adjacent to Meeting Room
Public Meeting Room	1	2,000	2,000	Seating: Desired 150+
Public Meeting Space	1	750	750	Capacity for 30-50 people
Public Meeting Space	1	500	500	Capacity for 20-30 people
Workroom	1	500	500	
File Archive Room	1	1,000	1,000	
General Building St.	1	150	150	
Network Room	1	100	100	
Break Room	1	500	500	
Staff Restrooms	3	80	240	
Janitor's Room	1	100	100	
Mechanical Room	1	500	500	
Outdoor Break Space	1	0	0	Grill, near Break Room
Commons - Subtotal			7,230	

	TARGET			Remarks	Township Administration
	No	NSF	Total		
<i>Administration</i>					
(1) Window at Lobby (Admin)				Suite remote from public lobby space	
Receptionist	1	0	0	(1) Workstation at Window - 2 part time employees Adjacent to work room Touch down window at lobby space	
Township Manager's Off.	1	300	300	Adjacent to Executive Assistant Adjacent to Caucus	
Assistant Manager's Off.	1	300	300		
Executive Assistant	1	175	175		
Public Information Officer	1	175	175		
Administrative Assistant	1	175	175		
Flex Desks	3	90	270	Computer workstation for Interns / PT Assistants	
Small Conference Room	1	150	150	Table and chairs for (6) people	
Conference Room	1	350	350	Double as Caucus Room (needs kitchenette) Conference table for (15-20)	
Active File Room	1	150	150		
Administration - Subtotal			2,045		
<i>Information Technology</i>					
Director Office	1	175	175	should be away from Finance	
Facilities Maintenance	1	175	175		
Flex Desks	4	90	360	Computer workstation for consultants	
Active File Room	1	150	150		
Information Technology - Subtotal			860		

	TARGET			Remarks	Township Administration
	No	NSF	Total		
<i>Human Resources</i>					
Director Office	1	300	300	Close to Fiscal Affairs	
Executive Assistant	1	175	175		
Flex Desks	2	90	180	Computer workstation for Assistants / Interns	
Small Conference Room	1	150	150	Table and chairs for (6) people could share with Admin and/or Fiscal Affairs/Tax	
Active File Room	1	150	150		
Human Resources - Subtotal			955		

Cheltenham Township Program Analysis

Fiscal Affairs / Tax Office

(2) Windows at Lobby

Finance Director's Office

1 300 300

Assistant Director's Office

1 200 200

Accounting Clerk

1 200 200

Future Benefits Person

1 200 200

Flex Desks

3 90 270

(6) Workstations

Open work/file area

Tax Director's Office

1 200 200

Assistant Director's Office

2 175 350

Flex Desks

3 90 270

(3) Workstations for Interns / Part Time Staff

Conference Room

1 350 350

Conference table for (15-20) to be shared

Active File Room

1 150 150

Fiscal Affairs / Tax Offices - Subtotal

2,490

	TARGET			Remarks	Township Administration
	No	NSF	Total		
Planning, Zoning & Codes Department					
(2) Windows at Lobby					
Fire Marshal	1	200	200		
Code Enforcement Officer	1	175	175		
Building Inspector	1	175	175		
Future Rental Inspector	1	175	175		
Planning & Zoning Director	1	200	200		
Permit Clerk	1	175	175		
Administrative Assistant	1	175	175		
P&Z Assistant Director	1	175	175		
Planner	1	175	175		
Future Community/Economic Development	1	175	175		
Stormwater Coordinator	1	175	175		
GIS Coordinator	1	175	175		
Flex Desks	3	90	270	(3) Workstations for Interns / Part Time Staff	
Conference Room	2	350	700	Conference table for (15-20)	
Work Room	1	200	200	Large Format Copier, Storage	
Lay Down Space	2	150	300	one for P&Z, one for Codes	
Active File Room	1	150	150		
Planning, Zoning & Code - Subtotal			3,770		

TARGET				Remarks	Township Administration
No	NSF	Total			

Administration Summary

Commons		7,230	
Administration		2,045	
Information Technology		860	
Human Resources		955	
Fiscal Affairs / Tax Office		2,490	
Planning, Zoning & Code		3,770	
SUBTOTAL		17,350	
Circ/Gross Building Factor	35%	<u>6,073</u>	
TOTAL SQUARE FOOTAGE		23,423	

Current Township Administration Programmed space is approximately 15,623 SF. This means they need approximately 7,800 SF more to effectively perform their daily operations.

Community Center

Community Center				
	TARGET			Remarks
	No	NSF	Total	
<u>Community Center Commons</u>				
Vestibule	1	90	90	Changeable public notice sign Building hours signage
Lobby	1	400	400	Seating, Display case
Reception / Check-In	1	200	200	(1) Workstation at Counter (1) Closed Office (1) Floating Workstation
Flex Desks	4	90	360	In suite behind reception area
Community Lounge	1	800	800	Kitchenette (Coffee) Vending
Public Restrooms (2)	1	200	200	
<u>Parks and Recreation Admin Offices</u>	2	200	400	Director and Assistant
Commons - Subtotal			2,450	
<u>Recreation</u>				
Multi-Purpose Room	1	12,000	12,000	Divides into Multiple Meeting/Activity Spaces Synthetic Multi-Purpose Floor Surface (1) Main Athletic Court & (2) Cross Courts Retractable/Adjustable Backstops Basketball, Volleyball, Badminton, Pickleball, etc. Table and Chairs for Public Audio/Video Presentation Capabilities
Indoor Pool	1	16,000	16,000	
Storage Room	2	1,000	2,000	Sports Equipment (one for each large space) Table and Chairs
Spin Room	1	1,000	1,000	(15-20) Bikes Audio/Video Presentation capabilities
Weight Room	1	1,000	1,000	Stationary Fitness Equipment Audio/Video Presentation capabilities
Fitness Room	1	1,000	1,000	Dance/Aerobic Room Audio/Video Presentation capabilities

	TARGET			Remarks	Community Center
	No	NSF	Total		
Classroom #1 (Party)	1	1,200	1,200	Kitchen base and wall cabinets Sink, Refrigerator, and Microwave Seating for (50-100) people Folding Partition to split space	
Classroom #2 & 3	2	850	1,700	Base and wall cabinets Seating for (30) people - each room	
Recreation - Subtotal			35,900		

Support

Men's Locker Room	1	1,000	1,000	(40) Half lockers (12" x 12" x 3') (2) Showers Sinks and Toilets	
Women's Locker Room	1	1,000	1,000	(40) Half lockers (12" x 12" x 3') (2) Showers Sinks and Toilets	
Exterior Space	1	0	0	Community Gathering Area (Bands, Tree Lighting, etc.) Hard Scape (Stage) Green Lawn Area (Attendees) Food Truck Area	
General Building Storage	1	150	150		
Network Room	1	100	100		
Janitor's Room	1	100	100		
Mechanical Room	1	300	300		
Support - Subtotal			2,650		

Community Center Summary

Community Center Summary

Commons - Subtotal	2,450
Recreation - Subtotal	35,900
Support - Subtotal	2,650
SUBTOTAL	41,000
Circ/Gross Building Factor 25%	10,250
TOTAL SQUARE FOOTAGE	51,250

Emergency Medical Services

EMS

Apparatus Room

Proposed Program				Remarks	EMS
No.	NSF	Total			
1	4,800	4,800		4 Vehicle Bays (4 Ambulances) Back-in, Pull-through, or stacked 14'x14' Bay Doors Slip resistant floor finish Minimal HVAC 20' Clear ceiling height Direct diesel exhaust system Overhead drops for power and air Gator, Motorcycle, Sign Boards EOC - 5 ton water truck EOC - Barracade truck (van)	

Equipment Storage Room

1	400	400		Misc. supplies	
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Medicine Storage Room

1	100	100		Lockable cabinets and shelving Refrigerator Safe	
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Oxygen Storage

1	100	100		Code compliant rated - hazard Storage for large (12) and portable tanks (8) Cascade refilling system	
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Laudry Room

1	100	100		Washer & Dryer	
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Day Room

1	200	200		Space for 8 people, seating, TV	
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Training Classroom

1	400	400		25 people Can be shared Projection screen (fixed or motor) White boards Tackable surface Adjacent table/chair storage A.V. Storage / Network closet Computer network connection TV connection	
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Chief's Office

1	180	180		Desk Computer workstation 2 side chairs Bookcase Storage cabinets File cabinet	
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	Proposed Program			Remarks	EMS
	No.	NSF	Total		
				Tackable surface	
				Small table -4 person seating	
Office	1	120	120	1 desk/workstation	
				File cabinets	
				Tackable surface	
Shared Office	1	120	120	2 Computer workstations	
				Perimeter countertops or desks	
				File cabinets	
				Tackable surface	
Conference Room	1	160	160	Table with seating for 8 people	
				Can be shared	
Bunk Rooms	4	80	320	Individual Rooms w/ single bed	
Locker Room	1	280	280	22 Lockers(12 fulltime, 10 partime)	
Unisex Shower/Toilet Room	2	100	200		
Kitchen	1	200	200	Heavy duty residential appliances	
				Full service kitchen (may be shared)	
Report Room	1	160	160	Room for 3 computers w/ partitions	
Quite/Study Room	1	100	100	Room for Studying	
Mechanical	1	100	100		
Total Net Building Area			8,040		
Grossing Factor of 1.15			1,206		
Total Gross Building Area			9,246		

* Note: provide outdoor area

The current EMS Programmed space is approximately 4,200 SF. This means they need approximately 5,000 SF more to effectively perform their daily operations.

Cheltenham Township Library System

Below are some excerpts from the CTLS report that summarizes their facility priorities and needs. The full 25 page report can be obtained from the Township.

Cheltenham Township Library System Facility Priorities and Needs

EXECUTIVE SUMMARY

I. BACKGROUND

The Cheltenham Township Library System (CTLS) serves approximately 37,000 people and operates four (4) buildings across East Cheltenham (EC), Glenside (GL), LaMott (LM) and Elkins Park (EP). Through our physical collection of over 147,000 and digital items, including eBooks, audio recordings and downloadable/streaming movies, we provide essential services to the Cheltenham community.

In the fall of 2021, the CTLS embarked on a strategic planning process to “align its resources with the priorities of the community.” Through various listening sessions with key community and business stakeholders, CTLS learned that there was a need for “placemaking” within Cheltenham Township. Libraries play a pivotal role in creating communities. The library serves many functions. It is an equalizing institution where anybody can access materials like books, videos, games, tools, and technologies. It is also a place for community members to come together, create, exchange ideas, learn new skills, get assistance, enjoy the space, participate in events, and find a sense of belonging.

With the library as a place maker, our Mission is to “meet evolving, diverse needs by being the place where everyone in the community can access resources, share ideas, connect, learn and grow.” By implementing our 2022-2025 Strategic Plan, CTLS will be able to focus our efforts on “building community, enriching lives and ensuring the library system’s sustainability.” To ensure sustainability, one of the goals of our Strategic Plan is to “plan for library facilities that are sustainable and flexible to adapt to community needs.”

CTLS cannot meet the determined needs of the Cheltenham Community without reliable access to library facilities designed for supporting 21st century programming and materials. Our current library facilities, including the Glenside and Elkins Park library buildings, prevent our system from meeting the needs of the community due to limited internal and external space, inflexible designs, out of date infrastructure, and general deterioration.

We are particularly challenged by the loss of reliable access to two (East Cheltenham and La Mott) library facilities over the past year. The East Cheltenham and La Mott libraries closed temporarily in 2021 and 2022 due to township budget constraints and heating issues. With the support of the Township and planning by CTLS, CTLS was able to reopen the EC and LM libraries seasonally in Spring 2021 and again in 2022. CTLS incurred significant and unsustainable costs to address mold remediation, air conditioning, moving computers and safely storing collections. Due to the cost, disruption, and significant operational challenges it is uncertain whether we can continue reopening EC and LM on a seasonal basis indefinitely.

Currently, the Township is undergoing a facility needs assessment. They are working with two architectural firms and expect to finalize a facility plan by the end of this year. To solicit community input on facility needs the Township has facilitated four community listening sessions with a final one planned for September with a date to be determined. Our Executive Director, Mary Kay, and several Board members have attended these listening sessions. Additionally, Mary Kay has requested a meeting with the Township’s architect to share CTLS’ facility needs and priorities.

II. PURPOSE

With the potential loss of two library facilities over time, CTLS has proactively identified facility priorities to meet the continuing needs of our community. The goal is to obtain Board

approval of these priorities and share these priorities with the Township before finalization of their facility plan.

III. RECOMMENDATIONS

Based on the priorities summarized above and discussed more fully in Attachment A, CTLS recommends the following:

1. **THE DESIGN AND CONSTRUCTION OF A NEW “PRIMARY” FACILITY CAPABLE OF SUPPORTING A 21ST CENTURY LIBRARY SYSTEM.**
2. **THE ESTABLISHMENT OF TWO SMALLER “SATELLITE LOCATIONS” IN ORDER TO PROVIDE LOCALIZED ACCESS TO SPECIFIC LIBRARY SERVICES AND MATERIALS.**

IV. FACILITY PRIORITIES AND IMPACTS – ATTACHMENT A

Attachment A describes our recommended path forward: a modern, central library facility designed to meet the needs identified through CTLS’ 2022 strategic planning process and our knowledge of how current needs and future trends translate to operational requirements.

A modern, central library creates opportunities for CTLS to meet the goals of our strategic plan and community needs and demands. For example, by adopting the basic requirements CTLS would meet the minimum expectations for a 21st century library building. Adding the enhanced components allows CTLS to meet the goals of our Strategic Plan and meet community needs and demands. The additional features, if included, are improvements that would allow CTLS to expand beyond the goals of our current Strategic Plan.

Attachment A, Section 1(b) describes the concept of two small “satellite” locations in the eastern and western portions of the Township which would provide a locally accessible subset of materials and services.

Attachment B* is a copy of our community needs assessment.

Attachment C* is a copy of our strategic plan.

* These documents, along with library standards identified by our executive director, form the basis for CTLS’s facility priorities and recommendations.

V. ATTACHMENTS

- A. **CTLS Facility Priorities**
- B. **CTLS Community Needs Assessment (2021)**
- C. **CTLS Strategic Plan (2022-2025)**

ATTACHMENT A

Prioritized Needs for CTLS Facilities

New Library Facility – Square Footage: 30,000

Basic Requirements – The minimum expectations for a 21st century library building.

- Large Flexible Central Space (1st major space—open, all items movable)
 - Circulation/Checkout/Information: central desk with access to materials storage
 - Hot titles, Holds, Reader's Express (on wheels)
 - Public electronic workstations
 - Printing/Scanning
 - Table seating
 - High ceilings/good windows
- Multi-Purpose Room: Separate entrance, ability to gate off from main library, but keep access to restrooms (joint use)
 - Large screen/monitor
 - Sound system
 - Wall of closets for carts of chairs, round tables, seminar tables
 - Small Kitchen Area: Food prep, storage, refrigeration, sink
- Small Conference/Study rooms
 - Acoustic and Visual privacy while maintaining safety
 - Whiteboard/smart board technology
 - Built in electric and tech infrastructure
- Program/Collection Spaces
 - Flexible, mobile shelving units
 - Youth Department: includes story time room, sink, large storage, low shelving
 - Adult Services: includes newspapers/periodicals
 - Audio Visual Media Collection
- Reading Areas/Comfortable User Seating
- Staff Workspaces (35% to 50% of available space)
 - Reception/Security
 - Offices: Business offices (4 + open workspace/cubicles); Adult services dept; Youth services dept; IT
 - Collection Maintenance Space: Includes shelving, work areas for cataloger & aides
 - IT Space: Servers, equipment
 - Storage Rooms: Office Supplies, Materials Processing supplies, etc.
 - Kitchen/Staff Lounge/Staff Lockers
 - Loading Dock/Delivery and Sorting Space
 - Housekeeping/Custodial Area: Supplies and equipment
- External Spaces
 - General Parking/Staff Parking: One spot for each staff person, enough full event space + general users
 - Wi-Fi Parking
- Internal Spaces
 - High ceilings: allows maximum light without direct light on screens

ATTACHMENT A

- o Adaptability: ADA compliance throughout, flexibility, raised floor systems (for easy power/tech updates), distribution of power, voice, data, HVAC, mobile workstations, storage, especially flexible design for library spaces to be used for community gatherings, activities, and events
- o Aesthetics: natural light, lack of glare, visual contrasts, color/pattern, spaces that reinforce connections
- o Sustainability: natural lighting, solar gain, insulation, environmental quality, off-gassing, durability, Heating and Cooling, LEED certification,
- o Functional/Operational: shelving, technologies, floor loads (minimum 150 LB/SF), acoustic and visual privacy (in small group and quiet spaces), special lighting needs, occupancy classifications (including sprinklers and acoustical glass), traffic management, generators, family restrooms
- o Security/Safety: for occupants and for building assets, natural hazards, fire protection, line of sight

Enhanced Components – Additions that would allow CTLS to meet the goals of our current Strategic Plan and meet community needs and demands based on patron surveys, focus groups and stakeholder interviews.

- Teen Center with creative technologies area
- Business area; Coworking spaces
- Computer Lab: variety of classes and quiet digital work
- Space for new collection types (library of things)
- Makerspace/Digital Lab/STEM Lab
- Special Use Storage
- Board Room/Staff Meeting room with technology
- Garden/Outdoor reading areas

Additional Features – Improvements that would allow CTLS to expand beyond the goals of our current Strategic Plan.

- Small Exhibit Space: traveling exhibits, local painters, etc. (can be wide hallway or by seating)
- Retail/Book Sale room/space (Friends)
- Early Literacy/School Readiness Play Center
- Drive-up Book Return
- Covered outdoor programming areas

Section 1b

CTLS recognizes the tradition of walkable, neighborhood libraries in the township, and the desire and need of some in the community for locally accessible library services. In the event that CTLS moves to one central library facility, it proposes the possibility of two small satellite locations in the far western and eastern township neighborhoods.

The Ideal Satellite Option – The best-case situation for satellite locations.

- Located within another staffed township facility to limit the number of library personnel necessary to staff the satellite.
- Offering pick up service for reserved items.
- Offering Wi Fi so that patrons can access the internet with their own devices.
- Offering public computers and printing services, along with tech assistance.

ATTACHMENT A

- Offering a small selection of bestsellers and children's materials.
- Possibly offering quiet study/work areas; dependent upon space.

Less Ideal Satellite Option – A less financially sustainable option due to staffing, leasing and MCLINC membership dues costs associated with free standing branches.

- Located within a storefront.
- Offering the same services as Tier One.

Minimal Satellite Option – Offers only access to library materials to affected community members.

- Mechanized, self-service lockers that patrons can access to pick up reserved library materials and/or check out materials.
- Requires access to electricity and either hard-wired or Wi Fi tech access.

Cheltenham Township Police Department

71 sworn officers + 6 civilian support staff

TARGET PROGRAM

Provided Program				Remarks	Police Dept.
No	NSF	Total			
<u>Police Administration</u>					
Vestibule	1	100	100	24-hour operation med return deposit box? after hours Phone?	
Lobby	1	200	200	24-hour operation Walk-up service window (bullet-proof) T.V. Screen With connected Interview Room	
Lobby Restroom	1	80	80		
Dispatch/Operations	1	300	300	walk up window/customer service 24/7 3 dispatcher consoles Video Camera Monitors Kitchenette and Bathroom close by	
Records Storage	1	280	280	Verify need/size	
Interview Room - 1	1	120	120	Connected to Lobby - public/secure	
Chief of Police - Office	1	200	200	room for small conference table	
Deputy Chief Office	1	150	150	1 desk with 2 guest chairs	
Lieutenants	3	120	360	1 desk with 2 guest chairs	
Admin Support / Secretaries	4	100	400	open office area	
Work/Copy Room	1	100	100	Copier, worksurface	
Kitchenette	1	50	50	coffee counter, sink	
Conference	1	400	400	12 chairs at table	
Employee Bathrooms	2	80	160		
Subtotal - Net Area			2,900		

Patrol Division

Patrol Sergeants Office	1	140	140	Shared - verify number/size whiteboard/bulletin board	
Admin Sergeants Office	2	120	240	1 desk with 2 guest chairs	
Training Room	1	1200	1,200	Multi-Purpose, w/ Storage may be shared with Township if shared depending on location, needs to be secure	

Cheltenham Township Program Analysis

71 sworn officers + 6 civilian support staff
TARGET PROGRAM

	Provided Program			Remarks	Police Dept.
	No	NSF	Total		
Roll Call Room/Squad Room	1	1400	1,400	<u>preferred to be separate from training room</u> <u>approx. 14 officers twice daily</u> <u>video screen</u> <u>whiteboard/bulletin board</u>	
Kitchen	1	120	120	<u>Refrig., Microwave, sink, counter space</u>	
Break Room	1	500	500	<u>tables, chairs, soft seating, vending machines</u>	
Uniform/Equipment Storage	1	120	120	<u>hanging clothes</u> <u>shelves for gear, etc.</u>	
Armory	1	250	250	<u>ammunition storage, gun cleaning work bench,</u> <u>secure weapons storage, secure taser storage</u>	
SWAT Room	1	300	300	<u>10 lockers/cubbies, storage of Equipment</u> <u>located near SWAT vehicle</u>	
Subtotal - Net Area			4,470		

Detective Division

Detective Office	1	1100	1,100	<u>10 workstations - open office area</u> <u>file storage</u>	
Detective Division Commander Office	1	170	170	<u>one lieutenant</u>	
Forensics Lab	1	100	100	<u>forensic analysis, etc. - develop</u>	
Detective Conference Room	1	200	200	<u>can double as secondary interview room</u>	
Detective Storage room	1	100	100	<u>secure storage room</u>	
Copy Room	1	100	100	<u>if not located near admin workroom</u>	
Juvenile Holding	1	80	80	<u>seperated from adult cells, not cell like</u>	
Juvenile Holding	1	80	80	<u>seperated from adult cells, not cell like</u>	
Soft interview room	1	100	100		
Subtotal - Net Area			2,030		

Community Response Unit

Community Response Unit Office	1	400	400	<u>5 people open office</u>	
Traffic Control Storage	1	140	140	<u>"Garage" connected to exterior - room for</u> <u>8 bikes, maintenance and misc. traffic storage</u>	
Subtotal - Net Area			540		

Cheltenham Township
Program Analysis

71 sworn officers + 6 civilian support staff

TARGET PROGRAM

Provided Program				Police Dept.
No	NSF	Total	Remarks	
<u>Locker and Washroom</u>				
Men's Locker	1	1000	1,000	70 lockers (2x2)
Men's Washroom	1	360	360	2 toilets, 2 urinals, 2 sinks, 2 showers
Women's Locker	1	120	120	8 lockers (2x2)
Women's Washroom	1	300	300	2 toilets, 2 sinks, 2 showers
Subtotal - Net Area			1,780	
<u>Secure Area</u>				
Sally Port	1	800	800	2 bays divided by fence w/ gate gun locker, hose bib?
Impound	1	640	640	2 bays
Booking/Processing	1	220	220	processing equipment, bench w/ cuff rail
Blood Draw Area	1	40	40	Area for DUI blood draw by EMS
Evidence Processing	1	250	250	drying cabinet, vent hood, fuming, dusting, pass-thru locker, refrigerated storage, ID lab
Evidence Storage	1	700	700	high density evidence storage secure storage area for narcotics and firearms refrigerated storage
Detainee Personal Belonging Storage	1	20	20	temporary storage of personal belongings
Adult cells	8	80	640	fixed toilet/sink combo, s.s. bunk w/ cuff rail (2) female cells, (1) ADA cell
Hard interview rooms	2	80	160	in secure area, one for video court
Subtotal - Net Area			3,470	

Cheltenham Township Program Analysis

71 sworn officers + 6 civilian support staff
TARGET PROGRAM

	Provided Program			Remarks	Police Dept.
	No	NSF	Total		
Mechanical/Sprinkler Room	1	400	400		
Server/Network Room	1	100	100		
Subtotal - Net Area			580		

Overall Summary Police Total

SUBTOTAL	sf	15,770 sf
Circ/Gross Building Factor (30%)	sf	4,731
TOTAL SQUARE FOOTAGE	sf	20,501 sf

The current Police Programmed space is approximately 10,010 SF. This means they need approximately 10,490 SF more to effectively perform their daily operations

Other Considerations

Gas pump area to be shared with public
Works
Provide for 6-8 covered cars
Outdoor Break Area
Provide Workout Room/Gym

Cheltenham Township Proposed Solutions - Summary

Summary:

Based on the existing facility report (condition assessment of existing buildings), and the analysis of programmatic needs and potential estimated costs of various solutions, the following design studies are being offered for consideration.

The design studies are intended to be a guide to help aid in the Township's decision-making process. The designs explore general concepts and the feasibility of using the selected sites.

Various Township owned sites were evaluated. In addition, other properties not owned by the Township were also considered. Sites were selected and evaluated based on location, size, appropriateness of use and potential cost to acquire.

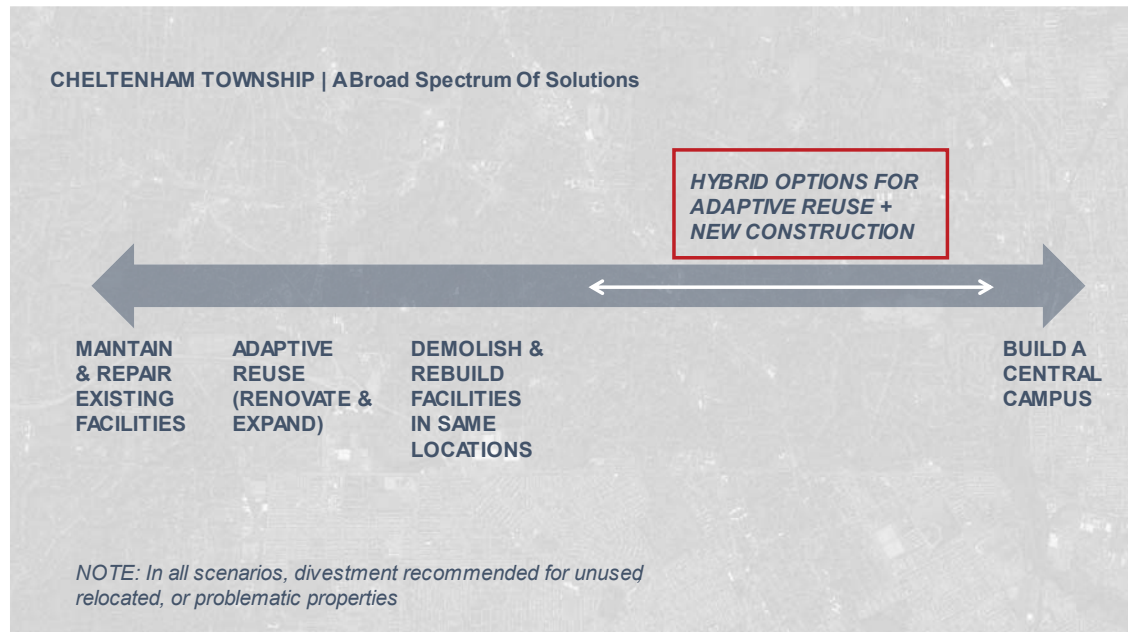
Criteria for Evaluation:

The following criteria were used in the decision-making process:



A Broad Spectrum of Solutions:

Based on the above noted criteria, the spectrum depicted below begins to reveal the recommended strategy to accomplish the goals.



Below is an expanded description of the above diagram. Through the process, the option identified as Hybrid 3 was determined to be the recommended path.

CHELTEHAM TOWNSHIP | A Broad Spectrum Of Solutions

1. MOTHBALL AND MAINTAIN	NOT RECOMMENDED	Lowest first cost, highest operating cost, lowest benefit across the board, declining asset value and resident satisfaction
2. ADAPTIVE REUSE IN PLACE	NOT RECOMMENDED	Highest first cost, medium operating cost, longest schedule, medium benefits, operating challenges
3. RECONSTRUCTION IN PLACE	NOT RECOMMENDED	High first cost, medium operating cost, long schedule, medium benefits, operating challenges
4. HYBRID 1 (Adaptive re -use libraries and comm centers, unified campus Admin+Ops)	FEASIBLE	Medium first cost, medium operating cost, medium schedule, good benefits, improved operations
5. HYBRID 2 (Adaptive re -use comm centers, unified campus Library+Admin+Ops)	FEASIBLE	Medium-low first cost, medium-low operating cost, medium -low schedule, very good benefits, improved operations
6. HYBRID 3 (Adaptive re -use comm/library satellites, unified campus(es) Library+Comm+Admin+Ops)	RECOMMENDED	Medium-low first cost, medium-low operating cost, medium -low schedule, very good benefits, improved operations
7. CENTRAL CAMPUS	FEASIBLE	Low first cost, Low operating cost, faster schedule, great benefits, optimized operations
8. SINGLE FACILITY	NOT RECOMMENDED	Lowest first cost, Lowest operating cost, fastest schedule, poor cultural fit, optimized operations

Recommended Hybrid Approach:

The following is a more detailed explanation of Hybrid 3.

1. NEW CONSTRUCTION - UNIFICATION OF PRIMARY COMMUNITY AND RECREATION SERVICES (incl. Pools)

This is the fastest and most cost-effective way (first cost and operating costs) to get the high-quality services that are currently off-line and/or compromised. This will also keep the Township competitive with other Townships in regard to attraction and retention of residents.

2. UNIFICATION OF PRIMARY LIBRARY SERVICES

This is the fastest and most cost-effective way (first cost and operating costs) to get the high-quality and modernized library services that are currently out of date. This will also keep the Township competitive with other Townships in regard to attraction and retention of residents.

3. COMMUNITY BASED SATELLITE SERVICES

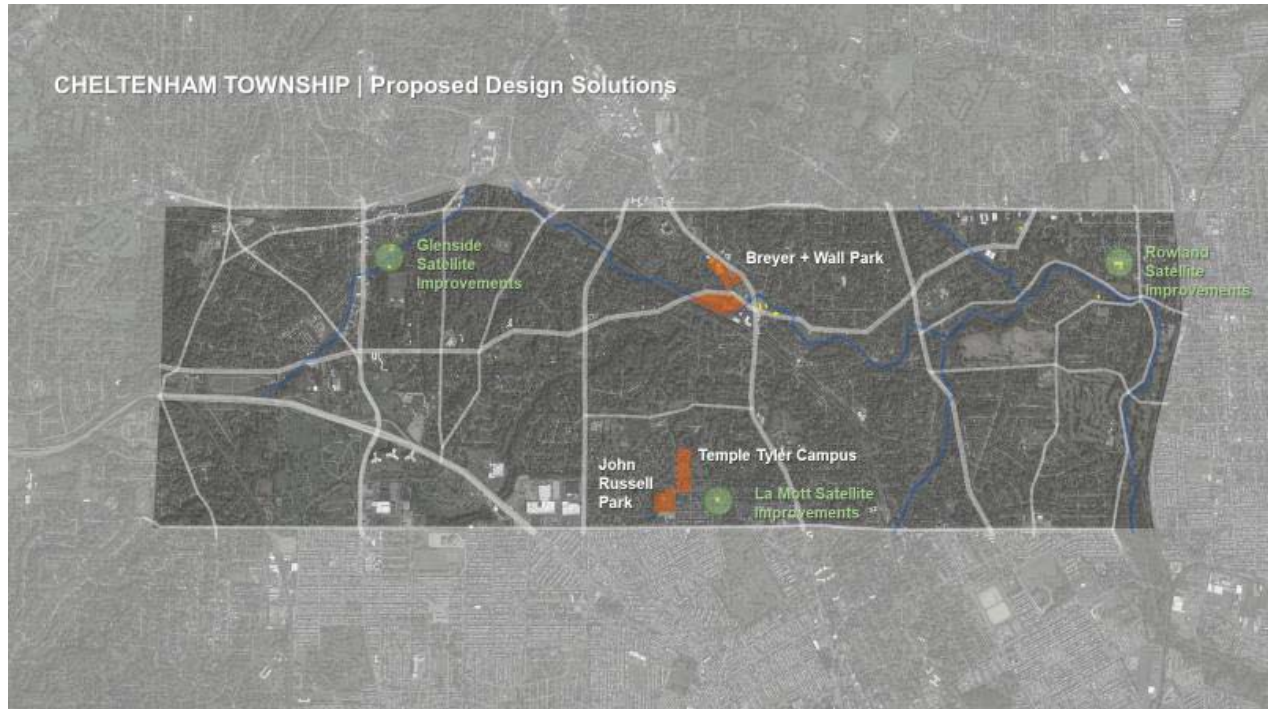
This entails redevelopment of the three satellite community services and library locations with individually unique program offerings. These are to be developed and individually catered to each satellite location in cooperation with local residents. This approach brings focused community and library services to the existing community centers with unique characteristics to each without duplicating services held at the primary community center.

4. NEW CONSTRUCTION UNIFICATION OF EMERGENCY AND MUNICIPAL SERVICES

This is the fastest and most cost-effective way (first cost and operating costs) to get Township staff up and running so they can best do their jobs.

5. NEW CONSTRUCTION OF PUBLIC WORKS FACILITY

The most cost-effective way to achieve an expanded and modernized public works facility is to build new. This does not need to be contiguous with the Emergency and Municipal center as it has different spatial needs and impacts.



Visual description of Hybrid 3 depicted on Township map

The Process:

The analysis of the existing buildings, programmatic needs, and potential costs of various scenarios were weighed using the Criteria for Evaluation. Based on this information, many sites and options were explored. Presentation of findings and design ideas were laid out for Township staff and the commissioners in multiple cycles. Feedback was provided and ideas were changed and/or refined, and then re-presented for additional input and review. The design studies that follow represent a starting point, at this step in the process, for the engagement and input that is needed from Township residents.

TEMPLE TYLER & JOHN RUSSELL SITES



Description:

Assuming the Township could acquire the former Temple Tyler site and the strip mall shopping center at Penrose and Cheltenham Avenue, this concept proposes to place community activities at the Tyler site and Township service functions at the John Russell Park site (in combination with the strip mall site). Penrose Avenue would act as the spine that connects the two sites and would create a “Gateway” to the Township.

Design Benefits:

Its location in the Township is central and everything would be located on the same campus.

The Tyler site would nicely group all community-oriented activities which would create a symbiotic relationship between the various functions and activities.

It is an opportunity to revitalize this area of the Township.

Locating multiple functions in this location would enable the Township to sell the Bryer Estate site, which would help fund the acquisition of these properties. In addition, it would provide the Township with the opportunity for additional tax revenue.

The John Russell site would comprehensively house Township service functions and create a “one stop shop” approach for public interaction. With the proximity of all these functions together, they would be able to take advantage of shared spaces. Having everything grouped together would also help

Cheltenham Township Proposed Solutions

the Township Administration interact with and manage the various groups that it oversees.

Design Drawbacks:

Even though the site is centrally located, it is not near any major arteries, which presents challenges associated with access by residents and quick response times by emergency services departments. Cheltenham Avenue is a major artery, but is often congested with traffic. It would also require the coordination of traffic lights with Philadelphia to enable easy access for Police, Fire and Ambulance, which could prove to be problematic. Penrose has also been noted to back up significantly during rush hour. This could also cause challenges for emergency calls.

The Tyler Site and Shopping Center are not owned by the Township, and they would need to be acquired. This could be a costly and time-consuming process.

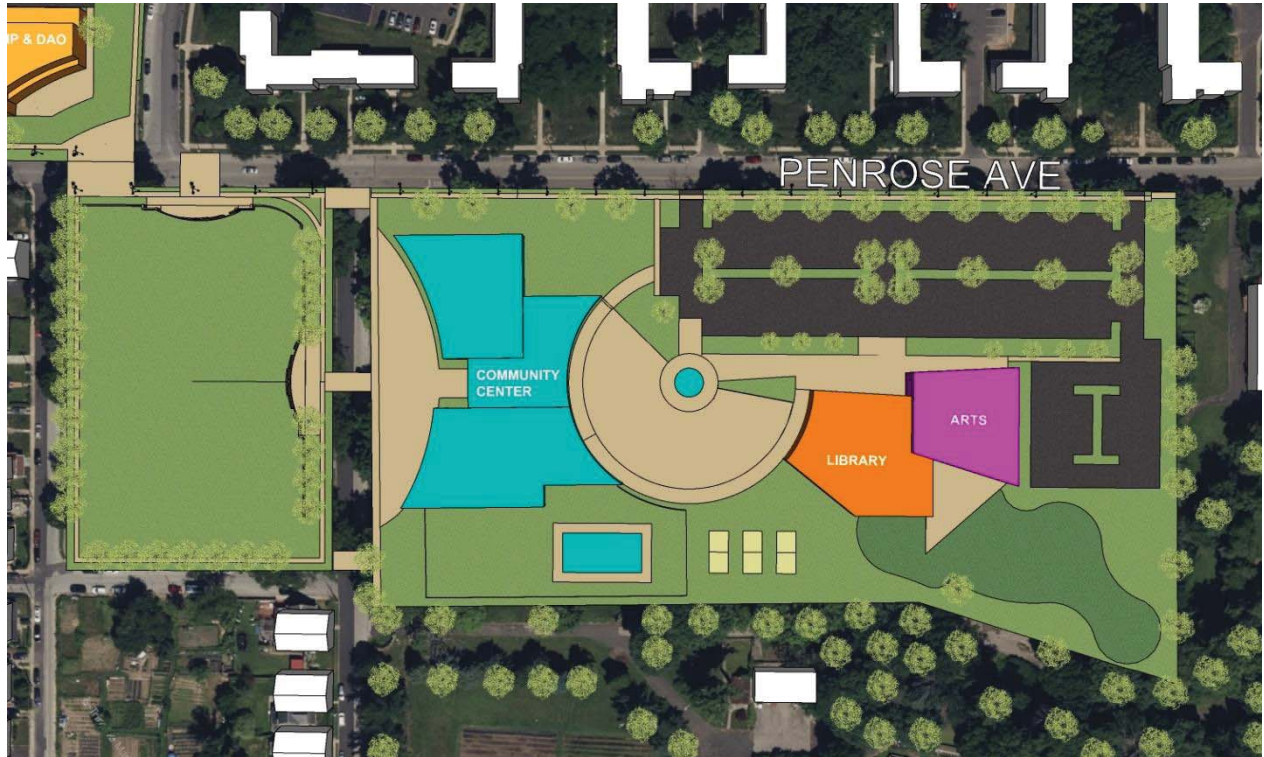
Even though this seems to be an ideal test fit for program on site, when reviewed with the Police and Public Works, it is not a preferred location because of the aforementioned items.



Existing Site



Design Study



Tyler Site Design Study Zoomed View

Design Features:

The concept removes the existing Tyler dormitories creating a large public green space at the center hinge point of the reimagined site.

The buildings are arranged to form additional public open spaces that can be used for multiple purposes. The buildings are also arranged to take advantage of the beautiful scenic views of this area of the Township.

The Community Center has access from both sides – the La Mott neighborhood/pedestrian side and the main plaza entrance off the parking lot side.

Library and Arts Center share a terrace that overlooks a sculpture garden. Room for various outdoor activities is provided.



John Russell Site Design Study Zoomed View

Design Features:

The site houses the Township Administration, Police, Fire, EMS, and Public Works. In the event of an emergency, responders are grouped in one location.

The Public Works building and site occupies a blighted area and establishes a new landmark creating the potential for a Township Gateway on Penrose Avenue. This new element can be celebrated with various design features and act as a spine that ties the municipal and community sites together.

Cheltenham Township Proposed Solutions

From the public parking lot, all the municipal services are accessible.

The Public Works site is secure, along with the emergency services and staff parking areas.

The internal layout of the emergency services buildings allows for shared spaces, along with efficient and easy egress in emergencies.

BREYER ESTATE SITE



Description:

The Breyer Estate Site concept includes the Township Building, the Police Department, and EMS, and works within the constraints of the current property lines. This concept also could accommodate the school District Administration Offices, if desired.

Design Benefits:

No acquisition of property is required. Thus, no time delay. Project could launch at any point determined by the Township.

The functions remain in the same location, where residents are accustomed to going, and where the Police and EMS know they have good access to major arteries for efficient response times.

Redesign alleviates unsafe site conditions such as vehicular and pedestrian traffic, and aligns entrance drive with Foxcroft Road.

New Police facility has proper separation of fleet vehicles and staff parking from the public parking area. They are also provided with two entrances/exits specifically for the police, so there is no crossover with public parking in order to exit the site quickly.

Police do not need to be relocated. The new building can be constructed, and then they can move in when it is completed.

Opportunity to create and align a new entry drive with Foxcroft Road. This would allow safer use of the parking lot by Beth Shalom during overflow events.

Cheltenham Township Proposed Solutions

With the site's prominence on the corner at Old York road and Spur Road, there is an opportunity to redefine the presence of the Township.

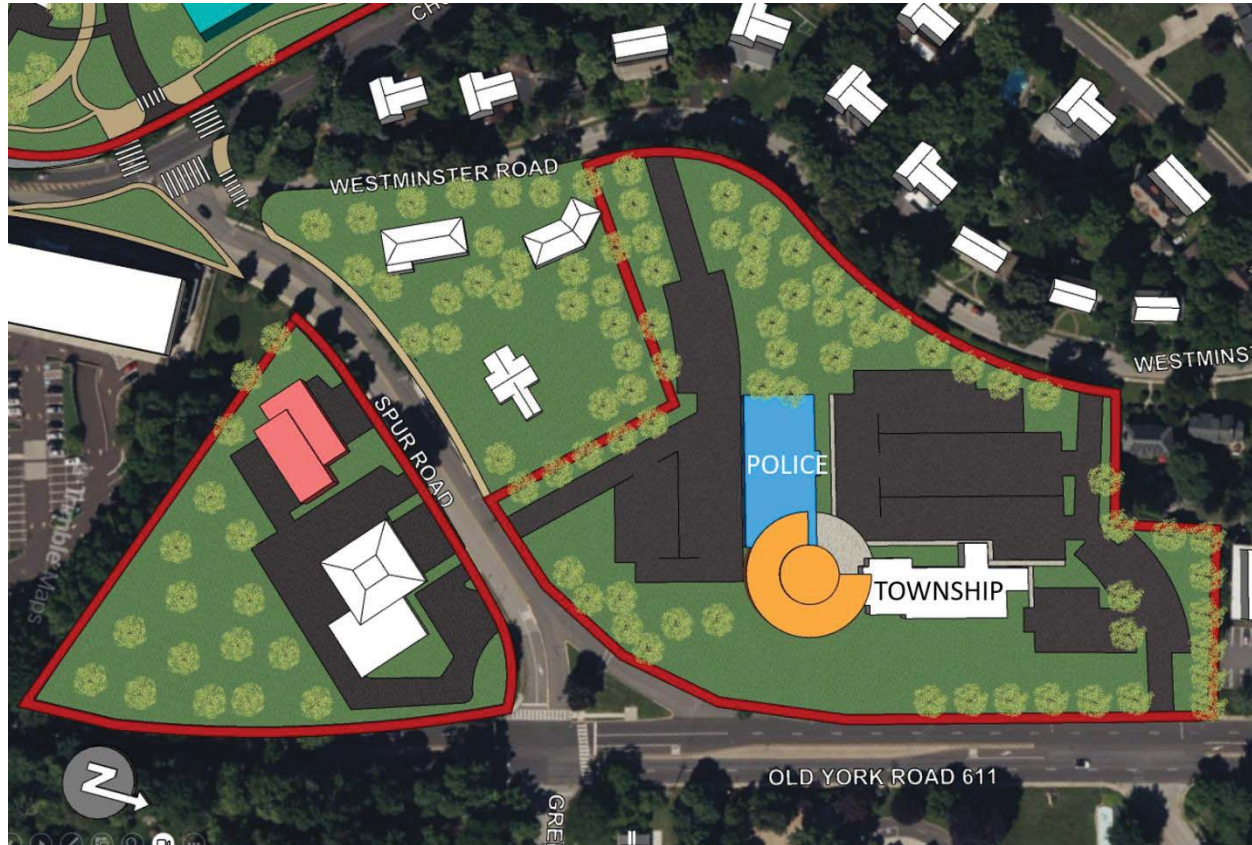
Design Drawbacks:

Decision needs to be made regarding the original Breyer Estate Home, whether to keep it, raze it, or salvage historic elements to incorporate into a new building.

Steep slopes present a challenge in design and construction at the south end of the site.

Township Administration will need to relocate at some point in the process.





Design Study

Design Features:

Steep slopes are actually integrated as part of the concept to separate the public and secure service sides of the police building. Public enters on main upper level, and then the building steps down with the grade where the service functions are located.

Existing Breyer building can be utilized and preserved, or a new more efficient structure could be built in its place. Both options remain available.

Opportunity to provide a design statement at the corner and to gesture a connection with Wall Park.

WALL PARK SITE



Description:

The Wall Park concept includes a unified Community Center (including indoor and outdoor pools) and the unified Library. This would act as the main community hub serving the entire Township. The site design layout is based on the Wall House as the central focus and organizing theme, respecting and celebrating the rich and diverse history of Cheltenham. The Library is nestled in the trees along the creek, and the Community Center is located in the center of the site. The playground and other activity courts are at the far end. Everything on site is tied together with various trails and pathways.

Design Benefits:

No acquisition of property is required. Thus, no time delay. Project could launch at any point determined by the Township.

Improving this site provides the opportunity to address traffic concerns on Church Road, alleviating congestion and improving safety for pedestrians.

Placing all functions together in one location makes it easy for families to come to one location and participate in multiple activities. In addition, there are inherent shared benefits from a staffing and maintenance perspective.

Increasing activity in this area can mutually benefit surrounding businesses.

This site is centrally located in the Township and in close proximity to the Township Building and Police Department.

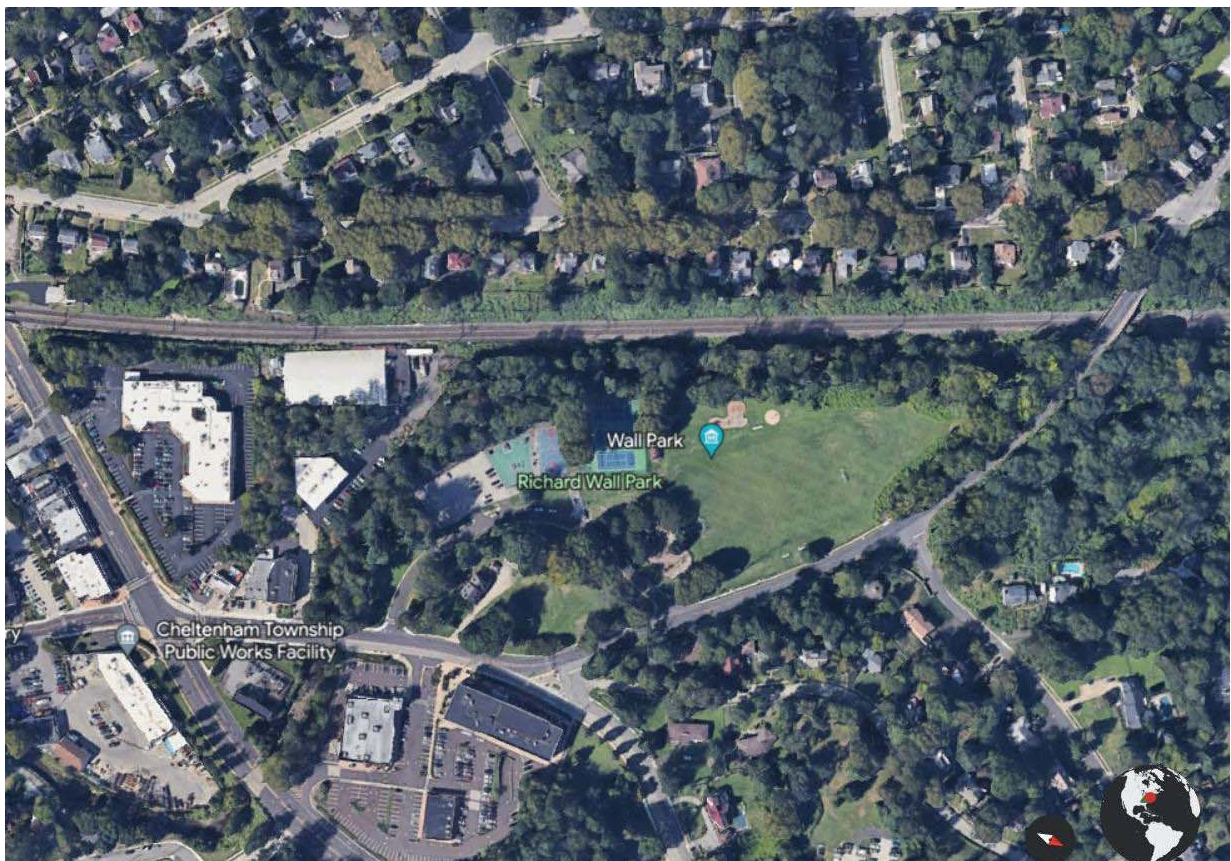
Cheltenham Township Proposed Solutions

Public transportation accessibility and potential for future trail connections.

Greater ability to program and provide year-round programming to a wide range of Township residents.

Design Drawbacks: Existing soccer field would need to be relocated.

Off-site improvements would be needed to provide non-vehicular accessibility from certain neighborhoods.



Existing Wall Park Site



Design Study

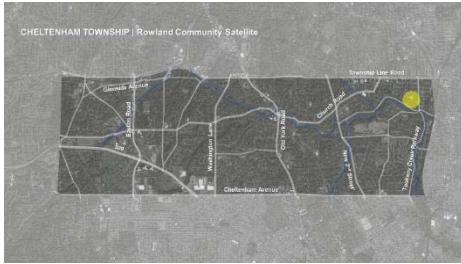
Design Features:

Focus on and celebration of Wall House as the central element.

Site transitions from calm and quiet functions at the library and Wall House to building-contained activities to noisy outdoor activities at the other end.

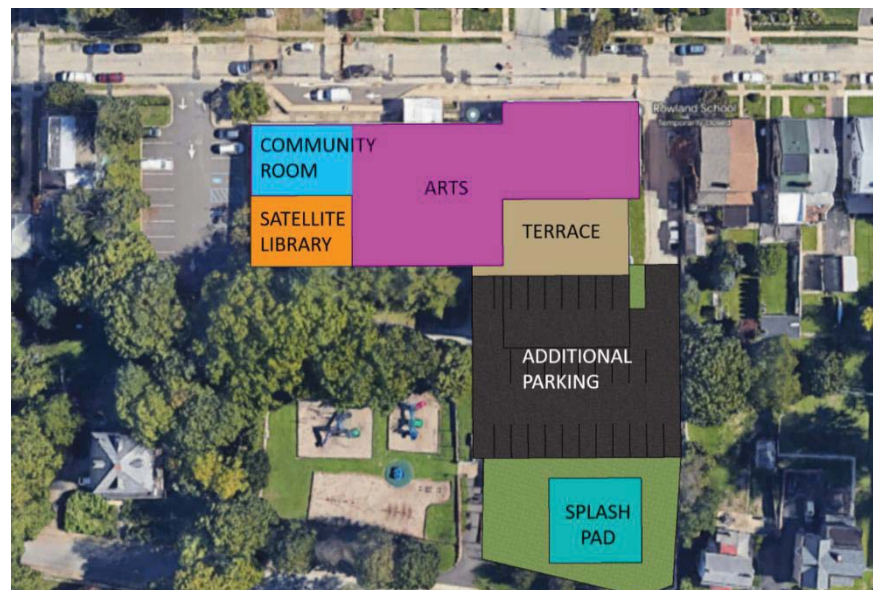
Alignment of entry drives with Spur Road and Meetinghouse Road, inclusion of major pedestrian crossings, and widening of Church Road improves existing traffic conditions.

ROWLAND COMMUNITY SATELLITE SITE



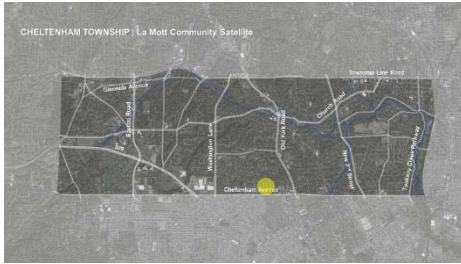
Description: The Rowland Community building was previously a school that consisted of the original school structure and a much larger 1 story addition. The original school building has structural deficiencies throughout, is unsafe, and would be costly to remediate and restore to a safe condition. As such, the most cost-effective approach is to demolish the original school building and focus efforts on renovating the single-story portion which is structurally sound and can more feasibly be renovated.

The openness of the current Library space could accommodate multiple community uses. As the nearby Arts Center building is also in poor condition, unsafe to occupy, and unsustainable to maintain, it is recommended to relocate that program to this location. A Community Room and a satellite Library can also be accommodated in this building. A splash pad is also suggested. Community input will be sought regarding programming of all the spaces at the appropriate time.



Proposed Layout

LA MOTT COMMUNITY SATELLITE SITE



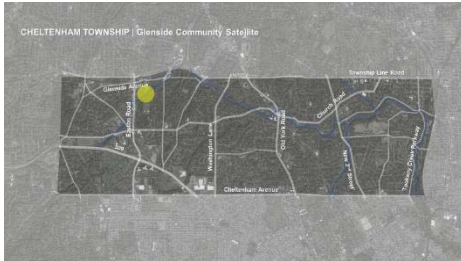
Description: The La Mott Community Center building played a pivotal role in the history of the underground railroad, and as such, is a celebrated and revered place. The building is over 100 years old and needs much attention.

It is recommended to renovate the building in full to house three main community uses. Basement level should not be used for public use due to code issues. The details must be refined, but the concept is to house an area for a satellite library, community-focused spaces, and an area that celebrates and displays the important history of the building and the La Mott community. A splash pad and pavilion could be considered to provide additional outdoor community and recreational space. Community input will be sought regarding programming of all the spaces at the appropriate time.



Proposed Layout

GLENSIDE COMMUNITY SATELLITE SITE



Description: The Glenside Community site consists of the existing outdoor recreational swimming pool, Memorial Hall, and the Glenside Library. This plan proposes to remove the swimming pool and Memorial Hall and to renovate the library for community use.

Memorial Hall is in need of repair, has numerous structural issues, and suffers from significant stormwater damage. The cost to renovate cannot be justified by the current use. As such, it is recommended to selectively salvage elements of historical character, raze the building, and provide an open-air pavilion with a stage and restrooms. This new element could be used on a daily basis and would require less maintenance and upkeep than the existing building. The intent is to provide a landscaped picnic grove that ties the new site elements together with the pavilion.

The existing Library is structurally sound but needs renovation work including mechanical, electrical, and plumbing infrastructure and accessibility upgrades. It is recommended to renovate this building for community use. It can house a satellite library, community room, and perhaps an area for environmental education. Community input will be sought regarding programming of all the spaces at the appropriate time.



Proposed Layout

Budgets

Multiple budgets were developed as part of the existing conditions evaluation process. These included estimates for:

- Renovating existing structures in-kind. This included renovating the facilities to a level that meets current codes and accessibility requirements which serves as a baseline budget number (See Appendix "A"). **[This budget number was not always valid for our use, as it does not reflect any additional needed space or program as determined by the program analysis.]**
- Renovating the existing structures in-kind and providing a building addition to house any new programmatic needs. This provided a more realistic budget number, that could then be weighed against the cost of all new construction. These figures do not include ongoing maintenance costs which also need to be taken into consideration.
- Replacing the existing structures with new construction to meet all expressed programmatic needs (See Appendix "B").

Other factors that were taken into consideration include:

- Economy of scale. The larger the structure and/or structures, the less it will cost to construct on a per square foot basis. **[Spreading required square footage over multiple locations requires duplication of facilities such as common/administrative spaces, mechanicals and programming spaces that adds significantly to operating costs, including utilities, staffing, administrative costs and other incidental costs.]**
- Time. Speed of construction equates to budget savings as it allows for strategic efficiencies and limits exposure to the effects of inflation. This also offers less disruption to residents and Township staff.
- Benefits of symbiotic relationships. Design concepts explored opportunities for building functions to be brought together with efficiencies associated with sharing of common resources.
- Maintenance benefits of a new structure compared to liabilities of older structures. Even though older structures would be fully renovated, the nature of the configurations, materials, and age, would still require more long-term maintenance and care.
- New facilities – New facilities can be fully custom-designed to meet needs and preferences. In this scenario, spaces can be ideally located and outfitted as opposed to trying to fit functions into the constraints of an existing structure. This allows for greater daily workflow efficiency of staff, which results in cost savings and more work getting done in the same timeframe.

The budget data described above is provided in the following pages. This includes:

- a summary chart of in-kind renovation cost estimates of all studied buildings.
- Charts summarizing the various options to modernize library, pool, and township administration functions comparing strategies such as renovation, renovation/expansion, new construction.
- Budgets for four master plan options encompassing different variations of potential construction components:
 - o Option A (recommended approach) Community Campus at Wall Park and Municipal Campus at Breyer Estate
 - o Option B – Community Campus at Tyler Site and Municipal Campus at John Russell Park
 - o Option C – Community Campus at Tyler Site and Municipal Campus at Breyer Estate
 - o Option D – Municipal Campus at Breyer Estate and Renovations of the existing Community Centers and Replacement of the existing Pool Facilities
 - o This is then followed by a summary of estimated costs for Public Works and the Community satellite projects, which would be common to all options. These costs are then shown added to the sub-total of the above options demonstrating total project estimates for Options A, B, C and D.

Cheltenham Township Renovation Budget Summary

This chart summarizes the costs to renovate the existing buildings – this is strictly renovation of existing buildings and does not include any added program space that would be required to meet needs.		
Name	Description	Total Renovation Cost Estimate Range
Breyer Estate Building (current Township Administration Building)	Renovate building to bring it up to code	\$11,900,000 - \$12,900,000
Police Building	Estimate provided, is from 2011 Police expansion feasibility study (for reference only) renovation and expansion of current building is not recommended	\$7,100,000 - \$9,500,000
Emergency Medical Services (EMS – Ambulance)	Estimate not provided, as the building is structurally unsound and recommended to be razed	N/A
Tax Annex	Renovate building and bring it up to code	\$1,000,000 – \$2,000,000
Rowland Community Center	Remove original school building (four square), and renovate remaining one-story school building to bring it up to code	\$6,200,000 - \$7,200,000
La Mott Community Center	Renovate building and bring it up to code	\$4,900,000 - \$5,900,000
Glenside Hall	Renovate building and bring it up to code	\$4,900,000 - \$5,900,000
Glenside Library	Renovate building and bring it up to code	\$2,400,000 - \$3,400,000
Elkins Park Library	Renovate building and bring it up to code	\$3,000,000 - \$4,000,000
Glenside Pool*	Renovate facility – no new improvements, only replacing/fixing what is there, to meet code	\$1,300,000 - \$2,300,000
Conklin Pool*	Renovate facility – no new improvements, only replacing/fixing what is there, to meet code	\$3,300,000 - \$4,300,000
Public Works Facility	Estimate not provided, as facility is recommended to be relocated due to its presence in flood plain	N/A
Arts Center	Renovate building and bring it up to code	\$7,400,000 - \$8,400,000
Shovel Shop	Renovate building and bring it up to code	\$1,800,000 - \$2,800,000

See Appendix “A” for detailed estimates upon which these ranges were based.

*Renovation is not recommended, as the pool consultants indicated that even if repairs are made, due to the condition of the pool shells being severely compromised due to age, the life expectancy is only a five-year period.

Cheltenham Township
Renovation vs. New Budget Comparison Summary
Libraries, Pool Facilities & Township Administration

Name	Cost to renovate* Low/High	Cost to renovate and add new program** Low/High	Cost of one new larger Central Library Low/High
Glenside Library	\$2,500,000/ \$3,200,000	\$8,500,000/ \$10,500,000	
Elkins Park Library	\$3,100,000/ \$3,800,000	\$8,400,000/ \$10,400,000	
Central Library			\$9,500,000 - \$11,500,000
Sub-Total Comparison	\$5,600,000/ \$7,000,000	\$16,900,000/ \$20,900,000	\$9,500,000 - \$11,500,000

*Renovation only to meet code – does not include any added program.

**Cost includes full renovation of existing building and adds new space to support new proposed program.

Name	Cost to renovate* Low/High	Cost of new pool facility Low/High***	Cost of one new Central Program Low/High
Conklin Pool	\$3,200,000/ \$4,300,000	\$6,000,000/ \$8,000,000	
Glenside Pool	\$1,500,000/ \$2,500,000	\$6,000,000/ \$8,000,000	
Central Pool Facility - Outdoor			\$6,000,000/ \$8,000,000****
Central Pool Facility - Indoor			\$4,000,000/ \$6,000,000
Central Pool Total			\$9,000,000/ \$13,000,000
Sub-Total Comparison	\$4,700,000/ \$6,800,000	\$12,000,000/ \$16,000,000	\$10,000,000/ \$14,000,000

*Renovation only to meet code – does not include any added program – provides no more than five-year pool life-expectancy

***New Pool Facility as per Pool Consultant recommendations.

****Having a central outdoor pool facility in combination with an indoor pool/community center would benefit from sharing spaces and locker rooms with a central community center. These benefits have not been reflected in the cost.

Cheltenham Township

Renovation vs. New Budget Comparison Summary

Libraries, Pool Facilities & Township Administration

Name	Cost to renovate* Low/High	Cost to renovate and add new program** Low/High	Cost of a new building Low/High*****
Township Administration Building	\$11,900,000/ \$12,900,000	\$14,130,000/ \$15,130,000	\$7,500,000/ \$8,500,000

*Renovation only to meet code – does not include any added program.

** Cost includes full renovation of existing building and adds new space to support new proposed program.

*****Cost of a new facility to meet established programming requirements.

Summary/Recommendations

The above summary charts indicate the potential benefits of new construction and the combining of the Library and Pool facilities into unified facilities. The data shows that in these scenarios, renovating and adding program with an addition to meet the established program requirements exceeds the cost of building a new facility to meet the same program requirements.

Building new facilities to meet program requirements is more cost effective than trying to renovate and build additions. Also, new construction offers the flexibility to meet program requirements without preexisting constraints, enabling the design to be more customized, and resulting in increased efficiency of daily operations.

Cheltenham Township Proposed Options – Budget Summary

OPTION A – Breyer Estate & Wall Park

Community Campus – Wall Park

Estimated Cost

New Library	\$9,500,000 - \$11,500,000
New Community Center & Gymnasium	\$11,000,000 - \$13,000,000
New Indoor Pool Complex	\$4,000,000 - \$6,000,000
New Outdoor Pools and Amenities	\$5,000,000 - \$7,000,000
New Outdoor Courts, Play Structures, Skate Park & Pavilion	\$1,800,000 - \$3,000,000
Site Work	\$4,200,000 - \$6,200,000
Soft Costs, Contingencies, Escalation Factors	<u>\$10,100,000 - \$12,100,000</u>
Sub-Total	\$45,600,000 - \$58,800,000

Municipal Campus – Breyer Estate

New Township Administration Building	\$7,500,000 - \$8,500,000
New Police Facility	\$6,100,000 - \$7,100,000
New or Renovated Emergency Medical Services Facility	\$2,000,000 - \$5,000,000
Demo Existing Buildings	\$200,000 - \$400,000
Site Work	\$2,000,000 - \$4,000,000
Soft Costs, Contingencies, Escalation Factors	<u>\$3,800,000 - \$5,800,000</u>
Sub-Total	\$21,600,000 - \$30,800,000

Total Cost	\$65,200,000 - \$89,600,000
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Pros

All Township-owned land
Most inexpensive option
Reinvigorates Elkins Park at Township Center
Shortest project schedule
Fixes traffic congestion on Church Road
Fixes intersection at Wall Park & Spur Road
Focus around Wall Park

Cons

Requires move of soccer field to Ogontz Park or other location
Requires reorganization and reconstruction of ball courts, play structures and skate park

Cheltenham Township Proposed Options – Budget Summary

OPTION B – Tyler & John Russel Park

Community Campus – Tyler Site

Estimated Cost

New Library	\$9,500,000 - \$11,500,000
New Community Center & Gymnasium	\$11,000,000 - \$13,000,000
New Indoor Pool Complex	\$4,000,000 - \$6,000,000
New Outdoor Pools and Amenities	\$5,000,000 - \$7,000,000
New Outdoor Courts and Outdoor Spaces	\$1,000,000 - \$2,000,000
Demo Existing Buildings	\$300,000 - \$500,000
Site Work	\$5,300,000 - \$7,300,000
Soft Costs, Contingencies, Escalation Factors	<u>\$11,800,000 - \$13,800,000</u>
Sub-Total	\$47,900,000 - \$61,100,000

Municipal Campus – John Russell Park

New Township Administration Building	\$7,500,000 - \$8,500,000
New Police Facility	\$6,100,000 - \$7,100,000
New Emergency Services Facility (Fire & EMS)	\$6,200,000 - \$7,200,000
Demo Existing Buildings	\$50,000 - \$100,000
Site Work	\$1,900,000 - \$3,900,000
Soft Costs, Contingencies, Escalation Factors	<u>\$5,400,000 - \$7,400,000</u>
Sub-Total	\$27,150,000 - \$34,200,000

Total Cost	\$75,050,000 - \$95,300,000
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Alternate – New Arts Building (20,000sf @ \$350/sf + soft costs)	\$8,000,000 - \$10,000,000
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Total with Alternate	\$83,050,000 - \$105,300,000
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Plus Property Acquisition	TBD
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Pros

All major township functions at one central campus – Community Center & Municipal Hub
 Reinvigorates blighted area of the Township
 Adjacent to future development for executive retreats
 Allows Township Administration to oversee activities

Cons

Requires property acquisition (adds cost and time to the process)
 Traffic at Cheltenham Avenue
 Traffic light control for Police and EMS must be coordinated with City of Philadelphia
 Staff input indicates that this is not a desired location for Emergency Services or Public Works
 Most expensive option

Cheltenham Township Proposed Options – Budget Summary

OPTION C – Breyer Estate & Tyler Site

Community Campus – Tyler Site

Estimated Cost

New Library	\$9,500,000 - \$11,500,000
New Community Center & Gymnasium	\$11,000,000 - \$13,000,000
New Indoor Pool Complex	\$4,000,000 - \$6,000,000
New Outdoor Pools and Amenities	\$5,000,000 - \$7,000,000
New Outdoor Courts and Outdoor Spaces	\$1,000,000 - \$2,000,000
Demo Existing Buildings	\$300,000 - \$500,000
Site Work	\$5,300,000 - \$7,300,000
Soft Costs, Contingencies, Escalation Factors	<u>\$11,800,000 - \$13,800,000</u>
Sub-Total	\$47,900,000 - \$61,100,000

Municipal Campus – Breyer Estate Site

New Township Administration Building	\$7,500,000 - \$8,500,000
New Police Facility	\$6,100,000 - \$7,100,000
New or Renovated Emergency Medical Services Facility	\$2,000,000 - \$5,000,000
Demo Existing Buildings	\$200,000 - \$400,000
Site Work	\$2,000,000 - \$4,000,000
Soft Costs, Contingencies, Escalation Factors	<u>\$3,800,000 - \$5,800,000</u>
Sub-Total	\$21,600,000 - \$30,800,000

Total Cost	\$69,500,000 - \$91,900,000
Alternate – New Arts Building (20,000sf @ \$350/sf + soft costs)	\$8,000,000 - \$10,000,000
Total with Alternate	\$77,500,000 - \$101,900,000
Plus Property Acquisition	TBD

Pros

Provides Township activities at two locations
 Maintains existing fields and play courts at Wall Park
 Median cost option
 Possibility of reusing Tyler Art buildings for art and other programs – activates a vacant structure
 Adjacent to future development for executive retreats

Cons

Requires property acquisition (adds cost and time to the process)

Cheltenham Township Proposed Options – Budget Summary

OPTION D – Breyer Site & Existing Community Centers

Renovations	Estimated Cost
Rowland	\$6,200,000 - \$7,200,000
La Mott	\$4,900,000 - \$5,900,000
Glenside Library	\$2,400,000 - \$3,400,000
Elkins Park Library	\$3,000,000 - \$4,000,000
New Glenside Pool Facility	\$6,000,000 - \$8,000,000
New Conklin Pool Facility	\$6,000,000 - \$8,000,000
Soft Costs, Contingencies, Escalation Factors	included in numbers above
Sub-Total	\$28,500,000 - \$36,500,000
Municipal Campus – Breyer Estate	
New Township Administration Building	\$7,500,000 - \$8,500,000
New Police Facility	\$6,100,000 - \$7,100,000
New or Renovated Emergency Medical Services Facility	\$2,000,000 - \$5,000,000
Demo Existing Buildings	\$200,000 - \$400,000
Site Work	\$2,000,000 - \$4,000,000
Soft Costs, Contingencies, Escalation Factors	\$3,800,000 - \$5,800,000
Sub-Total	\$21,600,000 - \$30,800,000
Total Cost	\$50,100,000 - \$67,300,000

Pros

All Township-owned land
Retains Neighborhood Centers
Municipal Campus can be designed to fit needs

Cons

No central community gathering/activity location to have residents from different neighbors interact
Duplication of services means more maintenance, utility and staffing costs
Reduction in Community Services
Insufficient gymnasium spaces are not addressed
Lack of potential economic impact
Does not improve long term financial predicament thus funding of programs may be reduced over time
Does not meet programmatic needs for Libraries or Community Centers

Cheltenham Township Proposed Options – Budget Summary

Common to all Options – Options Comparison

	<u>Estimated Cost</u>
Community Satellites	
Glenside – Demo Glenside Hall, renovate Library building for community use, new playground, splash pad, pavilion w/ restrooms, landscaping, soft costs and contingencies	\$6,000,000 - \$7,000,000
La Mott - Building renovation for community use, site improvements, new pavilion, splash pad, soft costs and contingencies	\$5,700,000 - \$6,700,000
Rowland - Demo original school building, renovate remaining one-story structure for community use, new splash pad, soft costs and contingencies	\$6,500,000 - \$7,500,000
Total Cost	\$18,200,000 - \$21,200,000

These costs need to be added to Options A, B & C Total Costs to get overall project costs – see below.

Option A (Community Campus at Wall Park + Municipal Campus at Breyer Estate)

Total Estimated Project Costs	\$83,400,000 - \$110,800,000
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***Option B** (Community Campus at Tyler Site + Municipal Campus at John Russell Park)

Total Estimated Project Costs	\$93,250,000 - \$116,500,000
With Center for the Arts Alternate	\$101,250,000 - \$126,500,000

***Option C** (Community Campus at Tyler Site + Municipal Campus at Breyer Estate)

Total Estimated Project Costs	\$87,700,000 - \$113,100,000
With Center for the Arts Alternate	\$95,700,000 - \$123,100,000

**Option B and C totals do not include costs for required land acquisition*

Option D** (Municipal Campus at Breyer, renovate Community Centers and Libraries, rebuild Pools)

Total Estimated Project Costs	\$50,100,000 - \$67,300,000
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****Does not meet programmatic needs for Libraries or Community Centers**

Cheltenham Township Proposed Options – Budget Summary

Common to all Options – Options Comparison

Public Works (Generic location)	<u>Estimated Cost</u>
New Facility – vehicle storage, maintenance garage administration, locker rooms	\$9,000,000 - \$12,000,000
Site Work	\$2,000,000 - \$3,000,000
Soft Costs, Contingencies, Demolition, Escalation Factors	\$4,000,000 - \$7,000,000
Property acquisition cost –	TBD
Total Cost	\$15,000,000 - \$22,000,000

These costs need to be added to Options A, B, C and D Total Costs to get overall project costs – see below.

Option A (Community Campus at Wall Park + Municipal Campus at Breyer Estate)

Total Estimated Project Costs	\$98,400,000 - \$132,800,000
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***Option B** (Community Campus at Tyler Site + Municipal Campus at John Russell Park)

Total Estimated Project Costs	\$108,250,000 - \$138,500,000
With Center for the Arts Alternate	\$116,250,000 - \$148,500,000

***Option C** (Community Campus at Tyler Site + Municipal Campus at Breyer Estate)

Total Estimated Project Costs	\$102,700,000 - \$133,100,000
With Center for the Arts Alternate	\$110,700,000 - \$145,100,000

**Option B and C totals do not include costs for required land acquisition*

Option D** (Municipal Campus at Breyer, renovate Community Centers and Libraries, rebuild Pools)

Total Estimated Project Costs	\$65,100,000 - \$89,300,000
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****Does not meet programmatic needs for Libraries or Community Centers**

Common to all Options – Options Comparison

Options A-D* - Summary and Comparison

Option A (\$66.2M-\$90.6M) – The Township will not need to purchase additional property to pursue this option which will reduce timing conflicts for implementation. This scenario involves four buildings on two sites within close proximity. *This scenario is acquisition cost and tax revenue neutral.*

Option B (\$75.05M-\$96.3M) – Requires the acquisition of property, both taxed and exempt, while allowing the Township to sell the Breyer Site for taxable uses. The cost and timing of acquiring the additional property will affect implementation costs and timing. *This scenario is acquisition cost neutral to cost negative, depending on sale and acquisition costs, and tax revenue positive.*

Option C (\$70.5M-\$92.9M) – Requires the acquisition of exempt property, but eliminates the sale of the Breyer Site for commercial purposes. Acquisition of the property will impact timing and cost of the property, while also adding to the cost of the project since the Township will not be able to offset it with the sale of valuable property. *This scenario is acquisition cost negative and tax revenue neutral.*

Option D (\$50.1M-\$67.3M) – Like Option A, the Township would not need to purchase additional property to pursue this option which will reduce timing conflicts for implementation. *This scenario is acquisition cost and tax revenue neutral.*

** For comparison purposes, this summary only involves discussion of the Community Facilities [library(ies), community center(s), pool(s)] and Police, Administration, and EMS facilities.*

Options A-D - Pros & Cons

Options A, B and C allow the Township to expand services to the community to provide a broader range of services that can serve its diverse population and are more fiscally and environmentally sustainable from an operations perspective, meaning less impact on the Township's operating budget (and future tax adjustments) in the future due to savings in staffing, utilities, and physical plant maintenance and repairs.

Option A will likely have the greatest economic impact as its location in a commercial district will provide greater opportunities for users of these facilities to patronize the businesses in this district before or after using them, leading to increased revenue for the Township and less need for future tax adjustments. The Wall Park Community Campus will be able to generate additional revenue and usage through tournaments and rentals. Additionally, this option has the best access to public transportation and potential for future trail connections.

Option D, conversely, will mean a reduction of service to the community due to the demolition of the old section of Rowland Community Center and the elimination of the basement level of La Mott Community Center from public service due to code and cost constraints. Significant deficiencies in the buildings, such as the size of the gymnasiums, will not be addressed without significant additional costs. Operating costs of this scenario could be higher than the previous scenarios due to additional staffing needs, utility costs and physical plant maintenance and repairs. Without the potential for the greater economic impact of Option A, the Township will be more likely to be faced with future disinvestment in programming and maintenance and/or tax adjustments, putting the Township in a similar situation as it is now in the future.

Cheltenham Township Conclusion/Recommendation Summary

The chart below is a Summary of conclusions/recommendations that are a result of the various aspects that were evaluated and presented as part of this study. Please reference other sections of this report for detailed information.

Property/Building	Programmed Use	Conclusion/Recommendation Summary
Township Administration Building	Township Administration	Renovate to address issues presented and build addition to meet programmatic needs or build a new facility to meet all programmatic needs. Township must weigh the historical value of the property vs actual costs to renovate and maintain.
Police Facility	Police functions	In order to meet today's accreditation standards, certain issues must be addressed and programmed space must be doubled. There is no space to expand this building due to property line, etc. Recommend building a new facility in another location so all needs can be met and operations may continue uninterrupted during construction.
Emergency Medical Services	Emergency Medical Services (EMS – Ambulance) Facility	Building is insufficient for programmed use and has been condemned. Recommend building a new facility or renovating another existing building.
Tax Office	Collection of Taxes	Building recommended for closure with program incorporated into Township Administration building.
Rowland Community Center	Community uses, Library	Original school building is unsafe, costly to renovate, and recommended to be demolished. Recommend renovating remaining one-story structure for community uses: Satellite Library, Community Room, relocated Arts program.
La Mott Community Center	Community uses, Library	Building is in need of extensive renovations and repairs and has significant historical value. Recommend renovation of entire building for the community uses: Satellite Library, Community Room, and history of building exhibit.
Glenside Memorial Hall	Occasional Banquet use	Building in need of major renovation and repairs. The cost of required renovations does not justify its pattern of occasional use and ongoing maintenance costs. Recommend razing and replacing with an open-air pavilion and site

Cheltenham Township Conclusion/Recommendation Summary

		amenities that requires less maintenance and can be used daily by residents.
Glenside Library	Library	This site will not allow building expansion (bound by the stream, property setback lines and the parking lot). The cost to renovate and maintain two existing full-service libraries to modern standards of equal parity would exceed the cost of constructing one central library. Recommend renovation of the building for community use and a satellite library. Construct one new central library that can serve the Township better than multiple smaller libraries.
Elkins Park Library	Library	This site will not allow building expansion (structure overlaps and borders the floodplain and due to property setback lines). The cost to renovate and maintain two existing full-service libraries to modern standards of equal parity would exceed the cost of constructing one central library. Recommend divesting the property and constructing one new central library that can serve the Township better than multiple smaller libraries.
Glenside Pool	Outdoor pool and pool house	Due to the dated construction and condition of the facility (pool, equipment and building), the pool consultant deems renovation impractical and recommends construction of a new facility. The cost of two new pools would be more than one; hence recommend building a new central pool. This would also save the Township money over the long-term by reducing maintenance needs. Various options to reimagine the site can be explored with the input of local residents
Conklin Pool	Outdoor pool and pool house	Due to the dated construction and condition of the facility (pool, equipment and building), the pool consultant deems renovation impractical and recommends construction of a new facility. The cost of two new pools would be more than one; hence recommend building a new central pool. This would also save the Township money over the long-term by reducing maintenance needs. Various options to reimagine the site can be explored with the input of local residents.

Cheltenham Township Conclusion/Recommendation Summary

Public Works Facility	Vehicle storage, maintenance garage, administration, locker rooms, storage of materials	The current facility is primarily located in the floodplain. Due to the nature of materials, chemicals, fuel, etc. housed on site, the potential for environmental disaster exists. The current facility also has major shortfalls and is in major need of repair. Recommend finding an environmentally suitable site and building a new facility. Current property can be divested generating capital and potential tax income.
Arts Center	Various Arts studios and programs	The current facility is in major need of repair and renovation. In addition, the building is unsafe from a code and life-safety standpoint. The cost to renovate and maintain the building is costly. Recommend divesting property to generate capital and relocate the arts program.
Shovel Shop	None – historical building	The building is in need of repair and renovation and is a financial liability. It has significant accessibility challenges and extremely limited parking. Recommend divesting the property to generate some capital.

Schedule:

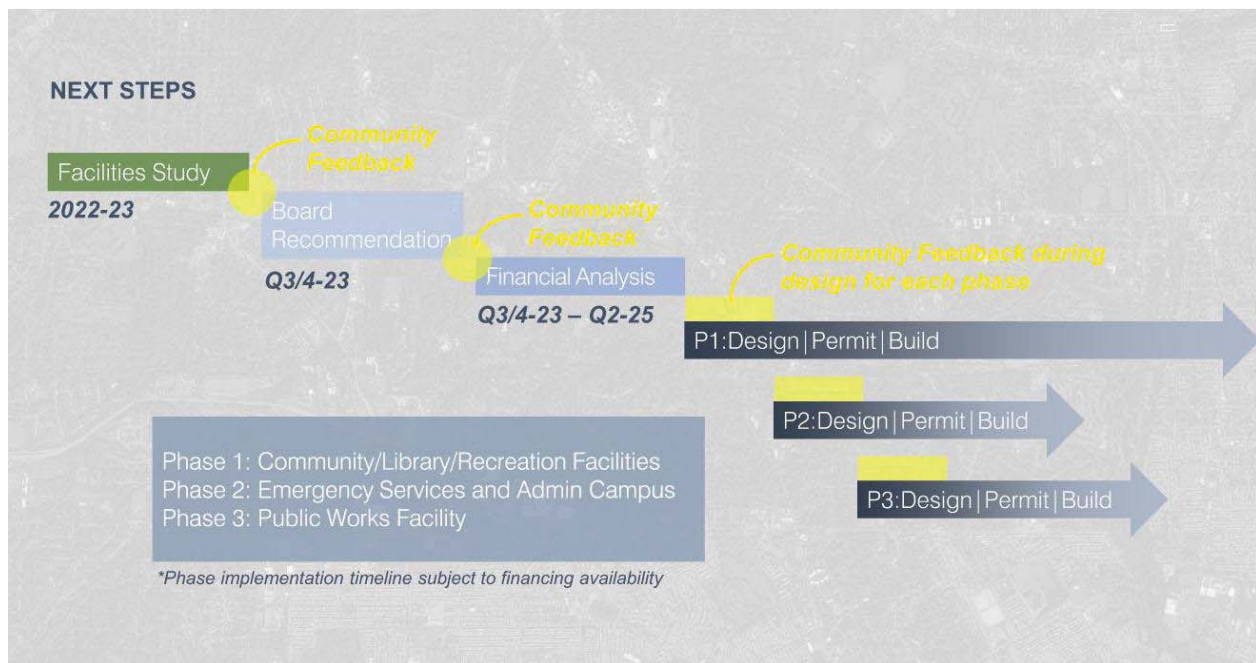
Below is a concept outline of what the project implementation timeline could look like. A detailed schedule cannot be produced until decisions are made by the Township and the full scope of the program has been defined. In addition, availability of funding may guide the time frame of the schedule.

The benefit of phasing construction is to address the larger community campus first, so that all residents will have first class facilities available to them as soon as possible.

Second, the Emergency Services and Township Administration campus would be addressed.

The Public Works Facility would then be next in line. This would allow time to find and acquire a suitable site.

The Community Satellites would be addressed as funding is made available. These could occur at different times depending on any grants that are obtained.



Appendix – “A”

Appendix - “A” contains the renovation cost estimates. These include the work needed to bring the buildings up to code. Not knowing exactly how these buildings are to be used programmatically, these estimates are generic in nature and are intended to provide an idea of the scope involved. These estimates are strictly for replacing the buildings “in kind” with no added program. Because they do not contain any added program, they were used in this study as a baseline upon which to gauge other construction options. The numbers that are shown as the Total Project Cost were used in generating the cost estimate High/Low range presented in the Budget Summaries earlier in this package.



Cheltenham Township Renovation Cost Estimates

Administration Building

Areas of Work

Item of Work	Size	\$/per unit*	
Replace Carpeting or refinish wood	13,400	\$15	\$201,000
Patch and paint all walls			\$230,000
Redo/update Restrooms	600	\$350	\$210,000
Address ADA issues			
- provide elevator	2	\$250,000	\$500,000
- at restrooms			\$20,000
- ADA lift at small stairs	2	\$18,000	\$36,000
- Other ADA provisions			\$100,000
Address water thru walls			\$200,000
Redo power	21,951	\$50	\$1,097,550
Replace Generator			\$130,000
Redo HVAC	21,951	\$60	\$1,317,060
Replace Plumbing fixtures & equip.	21,951	\$12	\$263,412
Replace underground sanitary lines			\$100,000
General Construction	21,951	\$120	\$2,634,120
Misc. masonry repairs			\$150,000
New Fire Stair			\$150,000
Replace flat roofs	3,235	\$15	\$48,525
Address masonry issue at Patio			\$75,000
Misc. restoration allowance			\$200,000

New Items Required

Fire Protection Sprinkler System	21,951	\$15	\$329,265
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Sub Total \$7,991,932

Design Contingency	10%	\$799,193
Escalation Factor (2024 Construction)	5%	\$399,597

TOTAL CONSTRUCTION COST	\$9,190,722
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Construction Contingency	10%	\$919,072
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$2,297,680

TOTAL PROJECT COST	\$12,407,474
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* \$ /per Unit - includes material, labor and any demolition/prep work required



Cheltenham Township Renovation Cost Estimates

Center for the Arts

Areas of Work

Item of Work	Size	\$/per unit*	
Replace Roof	11,400	\$10	\$114,000
Replace Windows	61	\$3,500	\$213,500
Replace exterior doors	5	\$6,500	\$32,500
Address ADA issues			
- provide elevator			\$150,000
- at restrooms			\$30,000
- ADA entrance to lower level			\$50,000
- ADA lift to stage			\$18,000
- Renovations around ADA items			\$50,000
Remove and replace Theater Seating			\$150,000
Provide proper ratings for kilns, etc.			\$75,000
Redo power	21,362	\$55	\$1,174,910
Redo HVAC	21,362	\$50	\$1,068,100
Replace Plumbing fixtures & equip.	21,362	\$30	\$640,860
Replace underground sanitary lines			\$100,000
Replace fire escape stairs & cover	1	\$60,000	\$60,000
General repairs to interior walls/clg.			\$200,000
Masonry repairs and pointing			\$300,000
Replace/Refinish floors	21,362	\$15	\$320,430
Misc. repair allowance			\$100,000

New Items Required

Fire Protection Sprinkler System	21,362	\$12	\$256,344
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Sub Total \$5,103,644

Design Contingency	10%	\$510,364
Escalation Factor (2024 Construction)	5%	\$255,182

TOTAL CONSTRUCTION COST	\$5,869,191
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Construction Contingency	10%	\$586,919
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$1,467,298

TOTAL PROJECT COST	\$7,923,407
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* \$ /per Unit - includes material, labor and any demolition/prep work required

Note: This estimate involves no program revisions. Just required work to bring it up to code for public use.



Cheltenham Township Renovation Cost Estimates

Conklin Pool

Areas of Work

Item of Work	Size/#	\$/per unit*	
Concrete Coping	482	\$150	\$72,300
Concrete Pool Deck	11,250	\$20	\$225,000
Pool Shell Leaks			\$20,000
Original Pool Lights Covered	14	\$3,000	\$42,000
Replace Fence	1,600	\$50	\$80,000
Address significant cracking in walls			\$50,000
No insulation - freezing plumbing			\$25,000
Replace doors	14	\$3,500	\$49,000
Address ADA clearance issues			
- at locker entry doors			\$30,000
- at toilet stalls			\$25,000
- at troughs in showers			\$30,000
Address rusted door frames	8	\$1,500	\$12,000
Replace roof	4,040	\$10	\$40,400
Replace trim/soffits	450	\$40	\$18,000
Redo power	2,930	\$55	\$161,150
Repair top of bearing walls/cracks			\$50,000
Replace all pool equipment			\$160,000
Mill and overlay existing asphalt	29,640	\$4	\$118,560
Pave grassy parking areas	23,600	\$15	\$354,000
Remove problematic trees			\$20,000
Misc. repair allowance			\$100,000
Replace HVAC components	2,930	\$25	\$73,250
Replace all Plumbing elements	2930	\$30	\$87,900

New Items Required

ADA Lift into Pool			\$35,000
Concession Stand			\$60,000
Shading Devices	2500	\$50	\$125,000
Add means for natural lighting	16	\$2,000	\$32,000
Add windows	2	\$5,000	\$10,000.00
Staff toilet room	80	\$500	\$40,000
Pool Furniture/building furniture			\$80,000
Security			\$20,000
Janitors closet	40	\$500	\$20,000
Parking lot lighting	6	\$5,000	\$30,000
Lightning protection			\$10,000
Fire Protection Sprinkler System	2,930	\$15	\$43,950
Misc. repair allowance			\$100,000

Sub Total \$2,449,510

Design Contingency	10%	\$244,951
Escalation Factor (2024 Construction)	5%	\$122,476

TOTAL CONSTRUCTION COST	\$2,816,937
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Construction Contingency	10%	\$281,694
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$704,234

TOTAL PROJECT COST	\$3,802,864
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* \$ /per Unit - includes material, labor and any demolition/prep work required



Cheltenham Township Renovation Cost Estimates

Elkins Park Library

Areas of Work

Item of Work	Size	\$/per unit*	
Replace Floors	12,829	\$15	\$192,435
Replace Ceiling Tiles			\$1,000
Address ADA issues			
- at restrooms			\$20,000
- Renovations around ADA items			\$50,000
Redo power	12,829	\$55	\$705,595
Redo HVAC	12,829	\$30	\$384,870
Replace EPDM Roof	12,829	\$15	\$192,435
Replace Plumbing fixtures & equip.	10,895	\$12	\$130,740
Replace underground sanitary lines			\$100,000
Repair Structural Crack in Masonry			\$80,000
Misc. repair allowance			\$100,000

New Items Required

Fire Protection Sprinkler System	26,145	\$12	\$313,740
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Sub Total \$2,270,815

Design Contingency	10%	\$227,082
Escalation Factor (2024 Construction)	5%	\$113,541

TOTAL CONSTRUCTION COST	\$2,611,437
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Construction Contingency	10%	\$261,144
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$652,859

TOTAL PROJECT COST	\$3,525,440
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* \$ /per Unit - includes material, labor and any demolition/prep work required

Note: This estimate involves no program revisions. Just required work to bring it up to code for public use.



Cheltenham Township Renovation Cost Estimates

Glenside Hall

Areas of Work

Item of Work	Size	\$ /per unit*	
Replace Roof	8,100	\$10	\$81,000
Replace Windows	65	\$2,500	\$162,500
Replace exterior doors	9	\$3,500	\$31,500
Address ADA issues			
- provide elevator			\$150,000
- at restrooms			\$30,000
- ADA entrance to lower level			\$50,000
- ADA lift to stage			\$18,000
- Renovations around ADA items			\$50,000
Address storm water drainage			\$75,000
Hood & Ansil System in Kitchen			\$60,000
New Kitchen Equipment Allowance			\$150,000
Provide finish floor in kitchen	1050	\$50	\$52,500
Redo power	14,242	\$55	\$783,310
Redo HVAC	14,242	\$40	\$569,680
Replace Plumbing fixtures & equip.	14,242	\$12	\$170,904
Replace underground sanitary lines			\$100,000
Replace fire escape stairs & cover	2	\$40,000	\$80,000
Replace lower level slab/flooring	4,800	\$40	\$192,000
Repair structural crack in brick wall			\$50,000
Replace Floors	14,000	\$15	\$210,000
Refinish wood floors	6,000	\$12	\$72,000
Misc. repair allowance			\$200,000

New Items Required

Fire Protection Sprinkler System	14,242	\$12	\$170,904
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Sub Total **\$3,509,298**

Design Contingency	10%	\$350,930
Escalation Factor (2024 Construction)	5%	\$175,465

TOTAL CONSTRUCTION COST	\$4,035,693
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Construction Contingency	10%	\$403,569
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$1,008,923

TOTAL PROJECT COST	\$5,448,185
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* \$ /per Unit - includes material, labor and any demolition/prep work required

Note: This estimate involves no program revisions. Just required work to bring it up to code for public use.



Cheltenham Township Renovation Cost Estimates

Glenside Library

Areas of Work

Item of Work	Size	\$/per unit*	
Replace Floors	10,895	\$15	\$163,425
Patch Ceilings			\$20,000
Address ADA issues			
- provide elevator			\$150,000
- at restrooms			\$20,000
- Renovations around ADA items			\$50,000
Redo power	10,895	\$55	\$599,225
Redo HVAC	10,895	\$30	\$326,850
Redo exterior siding	2,080	\$15	\$31,200
Paint walls and hard ceilings	10,895	\$20	\$75,000
Clean/patch concrete and pavers			\$40,000
Replace Roof	8,600	\$10	\$86,000
Misc. repair allowance			\$100,000
Replace Plumbing fixtures & equip.	10,895	\$12	\$130,740
Replace underground sanitary lines			\$100,000

New Items Required

Fire Protection Sprinkler System	10,895	\$12	\$130,740
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Sub Total \$1,892,440

Design Contingency	10%	\$189,244
Escalation Factor (2024 Construction)	5%	\$94,622

TOTAL CONSTRUCTION COST	\$2,176,306
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Construction Contingency	10%	\$217,631
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$544,077

TOTAL PROJECT COST	\$2,938,013
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* \$ /per Unit - includes material, labor and any demolition/prep work required

Note: This estimate involves no program revisions. Just work required to bring it up to code for public use.



Cheltenham Township Renovation Cost Estimates

Glenside Pool

Areas of Work

Item of Work	Size	\$/per unit*	
Concrete Coping	346	\$150	\$51,900
Concrete Pool Deck	5,950	\$20	\$119,000
Replace Fence	530	\$50	\$26,500
No insulation - freezing plumbing			\$25,000
Replace HVAC components	2,526	\$25	\$63,150
Address ADA clearnce issues			\$55,000
Replace roof	4,200	\$10	\$42,000
Redo power	2,526	\$55	\$138,930
Replace all pool equipment			\$160,000
Misc. repair allowance			\$100,000

New Items Required

ADA Lift into Pool			\$35,000
Shading Devices	1800	\$50	\$90,000
Add means for natural lighting	16	\$2,000	\$32,000
Pool Furniture			\$80,000
Security			\$20,000
Lightning protection			\$10,000
Fire Protection Sprinkler System	2,526	\$15	\$37,890
Misc. repair allowance			\$100,000

Sub Total \$1,186,370

Design Contingency	10%	\$118,637
Escalation Factor (2024 Construction)	5%	\$59,319

TOTAL CONSTRUCTION COST	\$1,364,326
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Construction Contingency	10%	\$136,433
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$341,081

TOTAL PROJECT COST	\$1,841,839
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*** \$ /per Unit - includes material, labor and any demolition/prep work required**



Cheltenham Township Renovation Cost Estimates

LaMott Community Center

Areas of Work

Item of Work	Size	\$ /per unit*	
Replace Floors	15,000	\$15	\$225,000
Refinish wood floors	6,120	\$12	\$73,440
Replace Ceilings	21,120	\$10	\$211,200
Address ADA issues			
- provide elevator			\$150,000
- at restrooms			\$20,000
- provide new restrooms			\$50,000
- ADA lift to stage			\$18,000
- Renovations around ADA items			\$50,000
Replace Stage Curtains			\$20,000
Plumbing	15,530	\$4	\$62,120
Redo power	15,530	\$55	\$854,150
Replace Generator			\$23,000
Redo HVAC	15,530	\$60	\$931,800
Replace underground sanitary lines			\$100,000
Redo exterior patio soffit	1,156	\$25	\$28,900
Paint walls and hard ceilings	4,800	\$40	\$192,000
Address water coming thru walls			\$100,000
Address ceilings that are too low			\$50,000
Clean/patch concrete and pavers			\$40,000
Replace garage door			\$5,000
Patch/repair and stucco walls	4,300	\$22	\$94,600
Level Floor			\$120,000
Misc. repair allowance			\$100,000
		Sub Total	\$3,519,210
Design Contingency		10%	\$351,921
Escalation Factor (2024 Construction)		5%	\$175,961
TOTAL CONSTRUCTION COST			\$4,047,092
Construction Contingency		10%	\$404,709
Soft Costs-(Testing, Fees, Permits, etc.)		25%	\$1,011,773
TOTAL PROJECT COST			\$5,463,574

* \$ /per Unit - includes material, labor and any demolition/prep work required



Cheltenham Township Renovation Cost Estimates

Public Works

Areas of Work

Item of Work	Size	\$ /per unit*	
Rebuild ADA Ramp and Conc. Stairs	1,500	\$250	\$100,000
Storage building/impound repairs	3,000	\$200	\$600,000
Replace doors	1	\$3,500	\$3,500
Address ADA issues			
- at public entry			\$50,000
- at locker room			\$20,000
- provide elevator			\$150,000
Address rusted door frames	1	\$2,000	\$2,000
Replace EPDM roof (2 buildings)	15,260	\$15	\$228,900
Redo power	21,874	\$50	\$1,093,700
Redo HVAC	21,874	\$55	\$1,203,070
No insulation in exterior walls	520	\$30	\$15,600
No insulation between floors	5,400	\$4	\$21,600
No waterproofing below grade walls			\$50,000
No Women's locker room	200	\$500	\$100,000
Replace Plumbing fixtures & equip.	21,874	\$12	\$262,488
Replace underground sanitary lines			\$100,000
Replace Generator			\$120,000
Replace retaining/screen wall			\$250,000
Replace fence along creek	600	\$100	\$60,000
Misc. repairs and cleanup			\$50,000
Mill and overlay existing asphalt	50,000	\$6	\$300,000

New Items Required

Vehicle exhaust system			\$125,000
Oil Seperator			\$60,000
Fire Protection Sprinkler System	21,874	\$8	\$174,992
Need a Second Crane			\$75,000

Sub Total \$5,215,850

Design Contingency	10%	\$521,585
Escalation Factor (2024 Construction)	5%	\$260,793

TOTAL CONSTRUCTION COST	\$5,998,228
--------------------------------	--------------------

Construction Contingency	10%	\$599,823
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$1,499,557

TOTAL PROJECT COST	\$8,097,607
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* \$ /per Unit - includes material, labor and any demolition/prep work required



Cheltenham Township Renovation Cost Estimates

Rowland Community Center

Areas of Work

Item of Work	Size	\$ /per unit*	
Replace Floors	26,145	\$10	\$261,450
Replace Ceilings	26,145	\$6	\$156,870
Address ADA issues			
- at restrooms			\$40,000
- ADA lift to stage			\$18,000
- Renovations around ADA items			\$50,000
Replace Stage Curtains			\$20,000
Replace storefront windows	3,330	\$70	\$233,100
Demo Original School Building	13824	\$12	\$165,888
Address area where building was			\$100,000
Redo power	26,145	\$45	\$1,176,525
Redo HVAC	26,145	\$50	\$1,307,250
Replace Exterior Doors	8	\$6,500	\$52,000
Paint walls and ceilings	26,145	\$7	\$183,015
Paint exterior items			\$20,000
Clean/patch concrete and pavers			\$40,000
Misc. repair allowance			\$100,000
Replace Plumbing fixtures & equip.	26,145	\$9	\$235,305
Replace underground sanitary lines			\$100,000

New Items Required

Fire Protection Sprinkler System	26,145	\$3	\$78,435
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Sub Total \$4,337,838

Design Contingency	10%	\$433,784
Escalation Factor (2024 Construction)	5%	\$216,892

TOTAL CONSTRUCTION COST	\$4,988,514
--------------------------------	--------------------

Construction Contingency	10%	\$498,851
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$1,247,128

TOTAL PROJECT COST	\$6,734,493
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* \$ /per Unit - includes material, labor and any demolition/prep work required



Cheltenham Township Renovation Cost Estimates

Shovel Shop

Areas of Work

Item of Work	Size	\$ /per unit*	
Replace Roof	1,500	\$10	\$15,000
Replace Windows	20	\$3,500	\$70,000
Replace exterior doors	3	\$4,500	\$13,500
Address ADA issues			
- provide elevator			\$150,000
- at restrooms			\$30,000
- ADA entrance			\$25,000
- Renovations around ADA items			\$50,000
Insulate roof and walls			\$250,000
Redo power	3,864	\$55	\$212,520
Redo HVAC	3,864	\$50	\$193,200
Replace Plumbing fixtures & equip.	3,864	\$30	\$115,920
Replace underground sanitary lines			\$40,000
General repairs to interior walls/clg.			\$50,000
Masonry repairs and pointing			\$100,000
Replace/Refinish floors	3,864	\$15	\$57,960
Misc. repair allowance			\$100,000

New Items Required

Fire Protection Sprinkler System	3,864	\$15	\$57,960
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Sub Total \$1,531,060

Design Contingency	10%	\$153,106
Escalation Factor (2024 Construction)	5%	\$76,553

TOTAL CONSTRUCTION COST	\$1,760,719
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Construction Contingency	10%	\$176,072
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$440,180

TOTAL PROJECT COST	\$2,376,971
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* \$ /per Unit - includes material, labor and any demolition/prep work required



Cheltenham Township Renovation Cost Estimates

Tax Annex

Areas of Work

Item of Work	Size	\$/per unit*	
Replace Roof	2,095	\$12	\$25,140
Replace Windows	14	\$3,500	\$49,000
Replace exterior doors	2	\$4,500	\$9,000
Address ADA issues			
- at restrooms			\$30,000
- ADA entrance			\$25,000
- Renovations around ADA items			\$50,000
Insulate roof and walls			\$100,000
Redo power	2,095	\$55	\$115,225
Redo HVAC	2,095	\$50	\$104,750
Replace Plumbing fixtures & equip.	2,095	\$30	\$62,850
Replace underground sanitary lines			\$40,000
General repairs to interior walls			\$50,000
Masonry and stucco refinish/cleaning			\$100,000
Replace Equipment and casework			\$50,000
Replace ceilings	2,095	\$6	\$12,570
Replace/Refinish floors	2,095	\$15	\$31,425
Misc. repair allowance			\$100,000

New Items Required

Fire Protection Sprinkler System	2,095	\$15	\$31,425
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Sub Total **\$986,385**

Design Contingency	10%	\$98,639
Escalation Factor (2024 Construction)	5%	\$49,319

TOTAL CONSTRUCTION COST	\$1,134,343
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Construction Contingency	10%	\$113,434
Soft Costs-(Testing, Fees, Permits, etc.)	25%	\$283,586

TOTAL PROJECT COST	\$1,531,363
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* \$ /per Unit - includes material, labor and any demolition/prep work required

Appendix – “B”

Appendix - “B” contains cost estimates for the proposed options. These estimates are generic in nature, as the buildings have not yet been fully programmed or designed. As such, square foot costs were used based on the developed preliminary programs. The numbers that are shown as the Total Project Cost were used in generating the cost estimate High/Low range presented in the Budget Summaries earlier in this package. These general line-item values can be used as placeholders for looking at other scenarios that have not been explored.

Note: In these estimates the contingencies listed vary. New construction has Design/Bidding Contingency at 3% and Construction Contingency at 5%, while the Satellite Community Center estimates have 10% for both. This is because the new projects are larger in scale and involve new construction, while the renovation projects are smaller in scale and involve work where there are more unknowns, thus it is recommended to allow for a larger contingency.



Breyer Site - Municipal Services

Cheltenham Township

Areas of Work	Size	\$/sq. foot	
New Construction			
Township Building	23,400	\$350	\$8,190,000
Police Building	19,000	\$350	\$6,650,000
Sitework	20%		\$2,968,000
Demolition			
Existing Police Building	10,010	\$8	\$80,080
Existing EMS Building	4,268	\$8	\$34,144
Existing Township Admin. Building	21,951	\$8	\$175,608
Existing District Justice Building	2,095	\$8	<u>\$16,760</u>
		Sub Total	\$18,114,592
Design/Bidding Contingency	3%		\$543,438
Escalation Factor (2024 Construction)	5%		\$905,730
TOTAL CONSTRUCTION COST			\$19,563,759
Construction Contingency	5%		\$978,188
		Sub Total	\$20,541,947
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)	15%		\$3,081,292
Furniture, Furnishing & Equipment	2%		\$410,839
TOTAL PROJECT COST			\$24,034,078



Wall Park Site - Community Program

Cheltenham Township

Areas of Work	Size	\$/sq. foot	
New Construction			
Library	30,000	\$350	\$10,500,000
Community Center and Gymnasium	35,250	\$350	\$12,337,500
Indoor Pool	16,000	\$350	\$5,600,000
Outdoor Pool *			\$6,000,000
Outdoor Courts/Play Structures			\$1,000,000
Skate Park			\$1,000,000
Outdoor Pavillion	4,000	\$200	\$800,000
Sitework	20%		<u>\$5,347,500</u>
		Sub Total	\$42,585,000
Design/Bidding Contingency	3%		\$1,277,550
Escalation Factor (2024 Construction)	5%		\$2,129,250
TOTAL CONSTRUCTION COST			\$45,991,800
Construction Contingency	5%		<u>\$2,299,590</u>
		Sub Total	\$48,291,390
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)	15%		\$7,243,709
Furniture, Furnishing & Equipment	2%		\$965,828
TOTAL PROJECT COST			\$56,500,926

*Allowance - details of pool ammenities to be determined - amount based on consultants reports



Cheltenham Township

Glenside Site

Areas of Work

Areas of Work	Size	\$ /sq. foot	
Renovation			
Renovate Library Building	10,895		\$1,892,440
Demo Bath House and Pools	23,000	\$15	\$345,000
Demo Memorial Hall	14,442	\$15	\$216,630
New Amenities			
Picnic Pavillion with Restrooms	1,250	\$275	\$343,750
Splash Pad Allowance	625	\$200	\$125,000
Playground Allowance			\$350,000
Sitework and Landscaping Allowance			\$600,000
		Sub Total	\$3,872,820
Design/Bidding Contingency	10%		\$387,282
Escalation Factor	5%		\$193,641
TOTAL CONSTRUCTION COST			\$4,453,743
Construction Contingency	10%		\$445,374
		Sub Total	\$4,899,117
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)	15%		\$734,868
Furniture, Furnishing & Equipment	2%		\$97,982
TOTAL PROJECT COST			\$5,731,967



La Mott Site

Cheltenham Township

Areas of Work	Size	\$/sq. foot	
Building Renovations			
Renovate Building			\$3,469,210
New Amenities			
Picnic Pavilion Allowance	1,250	\$250	\$312,500
Splash Pad Allowance	625	\$200	\$125,000
Site Improvements Allowance			\$300,000
		Sub Total	\$4,206,710
Design/Bidding Contingency	10%		\$420,671
Escalation Factor	5%		\$210,336
TOTAL CONSTRUCTION COST			\$4,837,717
Construction Contingency	10%		\$483,772
		Sub Total	\$5,321,488
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)	15%		\$798,223
Furniture, Furnishing & Equipment	2%		\$106,430
TOTAL PROJECT COST			\$6,226,141



Rowland Site

Cheltenham Township

Areas of Work

Item of Work	Size	\$ /per unit	
Renovate Building			\$4,337,838
Site Improvements			\$400,000
New Amenities			
Splash Pad Allowance	625	\$200	\$125,000
		Sub Total	\$4,737,838
Design/Bidding Contingency	10%		\$473,784
Escalation Factor	5%		\$236,892
TOTAL CONSTRUCTION COST			\$5,448,514
Construction Contingency	10%		\$544,851
		Sub Total	\$5,993,365
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)	15%		\$899,005
Furniture, Furnishing & Equipment	2%		\$119,867
TOTAL PROJECT COST			\$7,012,237



Public Works - Generic Site

Cheltenham Township

Areas of Work	Size	\$ /sq. foot	
New Construction			
Main Vehicle Storage Building	18,000	\$350	\$6,300,000
Maintenance Garage	5,000	\$380	\$1,900,000
Administration and Locker Rooms	6,000	\$410	\$2,460,000
Sitework	18%		\$1,918,800
Property Acquisition			\$1,000,000
		Sub Total	\$13,578,800
Design/Bidding Contingency	3%		\$407,364
Escalation Factor (2024 Construction)	5%		\$678,940
TOTAL CONSTRUCTION COST			\$14,665,104
Construction Contingency		5%	\$733,255
		Sub Total	\$15,398,359
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)		15%	\$2,309,754
Furniture, Furnishing & Equipment		2%	\$307,967
TOTAL PROJECT COST			\$18,016,080



Tyler Site - Community Program

Cheltenham Township

Areas of Work	Size	\$/sq. foot	
New Construction			
Library	30,000	\$350	\$10,500,000
Community Center and Gymnasium	35,250	\$350	\$12,337,500
Indoor Pool	16,000	\$350	\$5,600,000
Outdoor Pool and ammenities *			\$5,500,000
Arts Center	20,000	\$350	\$7,000,000
Outdoor Courts/ Outdoor Spaces			\$1,000,000
Demo Existing Buildings (Allowance)			\$400,000
Sitework	20%		<u>\$6,367,500</u>
		Sub Total	\$48,705,000
Design/Bidding Contingency	3%		\$1,461,150
Escalation Factor (2024 Construction)	5%		\$2,435,250
TOTAL CONSTRUCTION COST			\$51,140,250
Construction Contingency	5%		<u>\$2,557,013</u>
		Sub Total	\$53,697,263
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)	15%		\$8,054,589
Furniture, Furnishing & Equipment	2%		\$1,073,945
TOTAL PROJECT COST			\$62,825,797

Note: Property Acquisition not included

*Allowance - details of pool ammenities to be determined - amount based on consultants reports



John Russel Park Site - Municipal Services

Cheltenham Township

Areas of Work	Size	\$ /sq. foot	
New Construction			
Township Building	23,400	\$350	\$8,190,000
Police Building	19,000	\$350	\$6,650,000
Emergency Services (Fire & EMS)	19,100	\$350	\$6,685,000
Sitework	20%		\$2,968,000
Demolition			
Existing Firehouse	10,000	\$8	\$80,000
		Sub Total	\$24,573,000
Design/Bidding Contingency	3%		\$737,190
Escalation Factor (2024 Construction)	5%		\$1,228,650
TOTAL CONSTRUCTION COST			\$26,538,840
Construction Contingency	5%		\$1,326,942
		Sub Total	\$27,865,782
Soft Costs (Permits, Testing, Insurance, Clerk of the Works, Fees, Financing, etc.)	15%		\$4,179,867
Furniture, Furnishing & Equipment	2%		\$557,316
TOTAL PROJECT COST			\$32,602,965

Note: Property Acquisition not included

Appendix – “C”

For your reference, below is a link to the Township website that lists all the various reports and meetings that have occurred throughout this process.

<https://www.cheltenhamtownship.org/newsview.aspx?nid=6460#gsc.tab=0>

Appendix – “D”

Appendix “D” contains all the public feedback and questions that resulted from the July 26, 2023, Presentation. These comments and questions have been responded to and addressed by the team. They will be posted on the Township Website for your reference. For any questions or comments in regard to this report, please submit them to: facilities@cheltenhampa.gov

EXHIBIT “D”

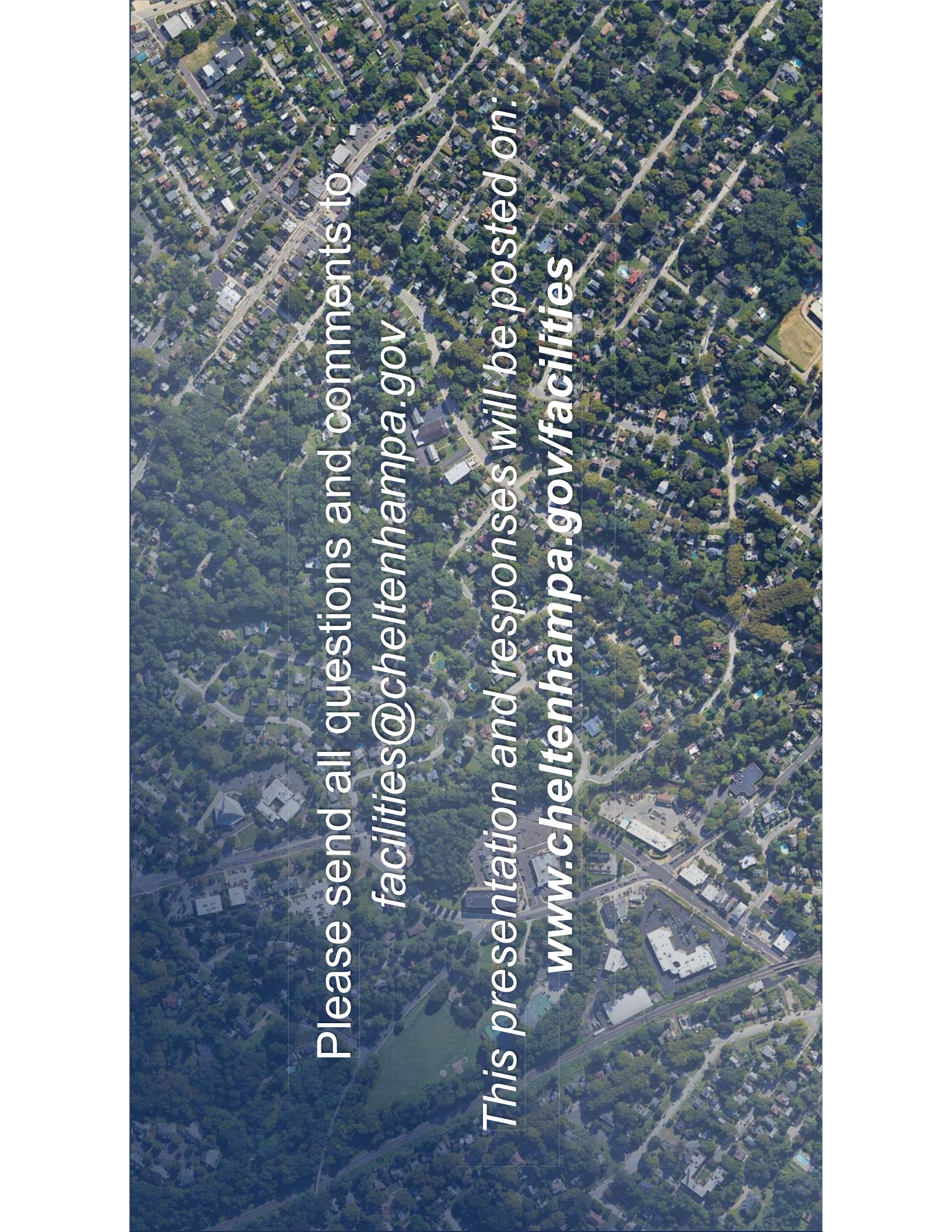
CHEL TENHAM TOWNSHIP

Township Facilities Study

Community Presentation

March 12, 2024



An aerial photograph of a suburban neighborhood. The image shows a dense arrangement of houses with various roof colors, interspersed with lush green trees. A network of roads and streets is visible, winding through the area. In the lower-left portion, there is a larger green space that appears to be a park or a sports field. The overall scene is a typical representation of a residential community.

Please send all questions and comments to
facilities@cheltenhampa.gov

This presentation and responses will be posted on:
www.cheltenhampa.gov/facilities

hello!
It's great to see you again and
we appreciate your time today.



Eric Gianelle
KCBA Architects

*Cheltenham
Township Resident*



Rick Stamper
KCBA Architects



Drew Lavine
Re:Vision

*Cheltenham
Township Resident*

WHAT THE FACILITIES STUDY IS:

- Technical evaluation of existing facilities
- Development of preliminary space program needs/wants with Township staff
- Identification of options for facilities needs and wants
- High level cost model

WHAT THE FACILITIES STUDY IS NOT:

- Economic feasibility study – *This is a recommended next step for the Township*
- Final program – *This will be developed and refined with residents*
- Final design of any of the facilities – *This will happen once the individual projects are initiated and will involve community feedback*

NEXT STEPS

Facilities Study

2022-23

*Community
Feedback*

Board
Recommendation

Q1-24

*Community
Feedback*

Financial Analysis

Q2-24 – Q3-24

*Community Feedback during
design for each phase*

P1:Design | Permit | Build

P2:Design | Permit | Build

P3:Design | Permit | Build

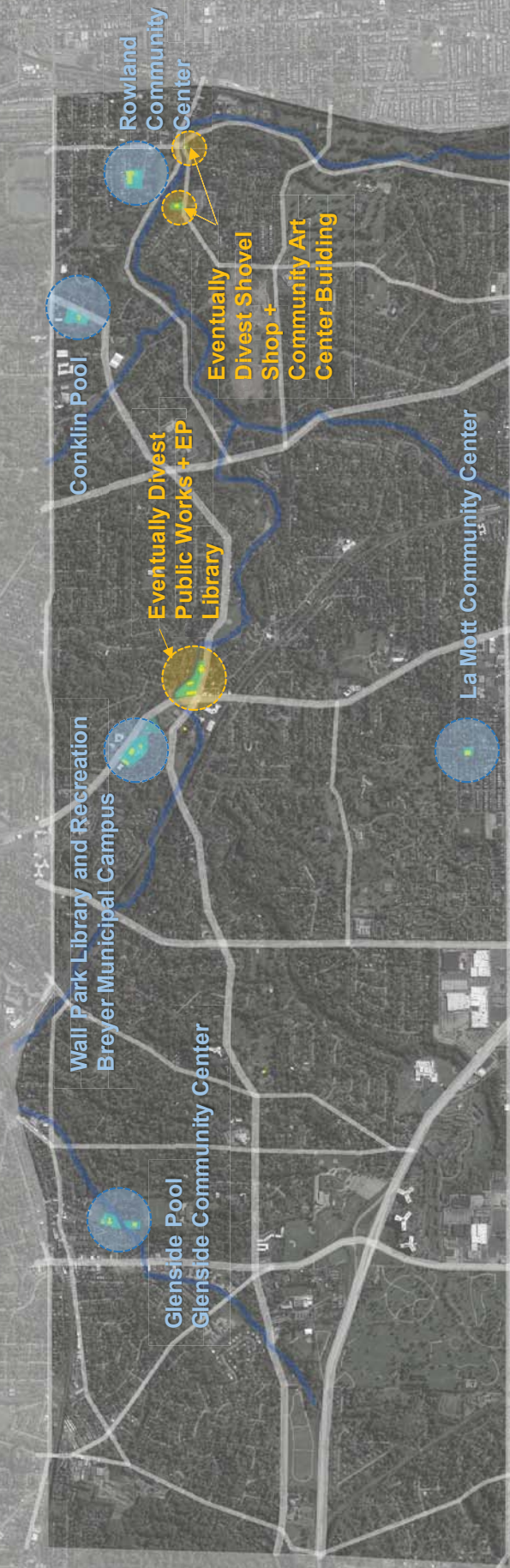
P4:Design | Permit | Build

Phasing/Order of projects will be dependent upon Township priorities, available funding opportunities, and the ability to maintain operations during construction activities.

WHAT WE'VE BEEN STUDYING SINCE OUR PREVIOUS MEETING:

1. Review of community feedback to explore construction of (2) new, modern pool facilities at current locations
2. Adjust focus to include redevelopment of (3) community centers at La Mott, Rowland, and Glenside with increased flexibility for Township programming, community space, and library services
3. Revisiting the Wall Park approach:
 - Reconfiguring the site without a centralized pool
 - Incorporation of community space with a new centralized library
 - Redesign of recreation functions to retain the soccer field
 - Parking and site access considerations
 - Church Road traffic considerations
 - Adoption of on-site trails circulation with connection points for future Township trails system
4. Minor adjustments to Breyer site plan to explore efficiencies and opportunities for partnership

CHELTENHAM TOWNSHIP | New Hybrid Concept E



***Future Public Works Site TBD

***Divestments (sale, gifting, etc)
of real estate will be intentional
to preserve our communities,
programming, and Township
character.

CONCEPT E | Hybrid Centralization + Community Focus

1. UNIFICATION OF PRIMARY LIBRARY SERVICES – Wall Park

This is the fastest and most cost-effective way (first cost and operating costs) to provide our community the high-quality and modernized services sought by residents as highlighted in the Library system's strategic plan.

2. REDEVELOPMENT OF CURRENT POOL LOCATIONS

Removal and reconstruction of facilities at Glenside and Conklin Pools. Given the extent of work required, full re-design will be pursued to maximize the revenue generation capacity and long-term cost-benefit of each site.

3. REDEVELOPMENT OF COMMUNITY CENTERS IN CURRENT NEIGHBORHOODS

Redevelopment of La Mott (with historic component) and Rowland and conversion of the Glenside Library to a community center to replace the former community services at Glenside Hall. Space is available within the community centers for library services that may be determined (examples: book pick up/drop off, children's programming, reading groups, computer access, etc.)

4. RECONSTRUCTION OF MUNICIPAL CAMPUS – Breyer Campus

This is the fastest and most cost-effective way (first cost and operating costs) to keep Township staff up and running so they can best do their jobs.

5. NEW CONSTRUCTION OF PUBLIC WORKS FACILITY – Location TBD

The most cost-effective way to make an expanded and modernized public works facility to meet our community's needs is to build a new facility. This does not need to be contiguous with the Municipal Campus as it has different spatial needs and impacts. The new site is yet to be determined.

OPPORTUNITY FOR FUTURE GYMNASIUM THIS AREA

158 PARKING SPOTS (118 REQUIRED)

FUTURE BRIDGE

CHURCH ROAD

ROAD WIDENING

NEW TRAFFIC SIGNAL

WESTMINSTER ROAD

SKATE PARK

BASKETBALL

TENNIS

SOCCER

PICKLE BALL

PAVILION

PLAYGROUND

WALL HOUSE MUSEUM

LIBRARY W/ COMMUNITY ROOMS

- Wall house is focus/organizing theme of layout
- Road widening to allow for left turn lanes
- Major pedestrian crossing with traffic signal and intersection modifications – connection to Breyer site
- Access roads align with spur road and meetinghouse

CHURCH ROAD | Current Conditions – 5 intersections



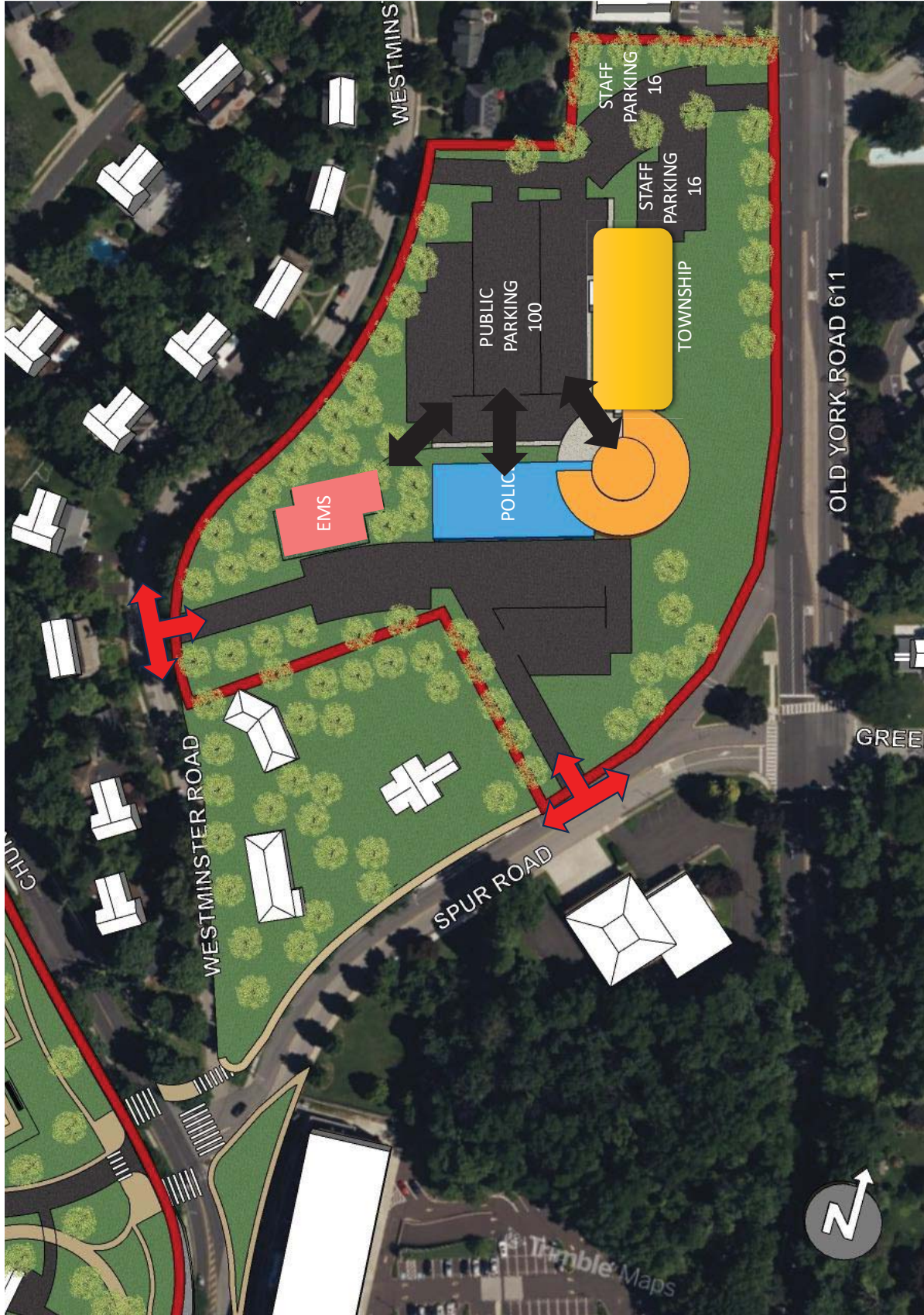
WALL PARK

- Wall house is focus/organizing theme of layout
- Road widening to allow for left turn lanes
- Major pedestrian crossing with traffic signal and intersection modifications – connection to Breyer site
- Access roads align with spur road and meetinghouse
- Parking lot is placed behind fields to help reinforce park like setting
- Trails/pathways go throughout site
- Potential future trail connections
- Manage stormwater



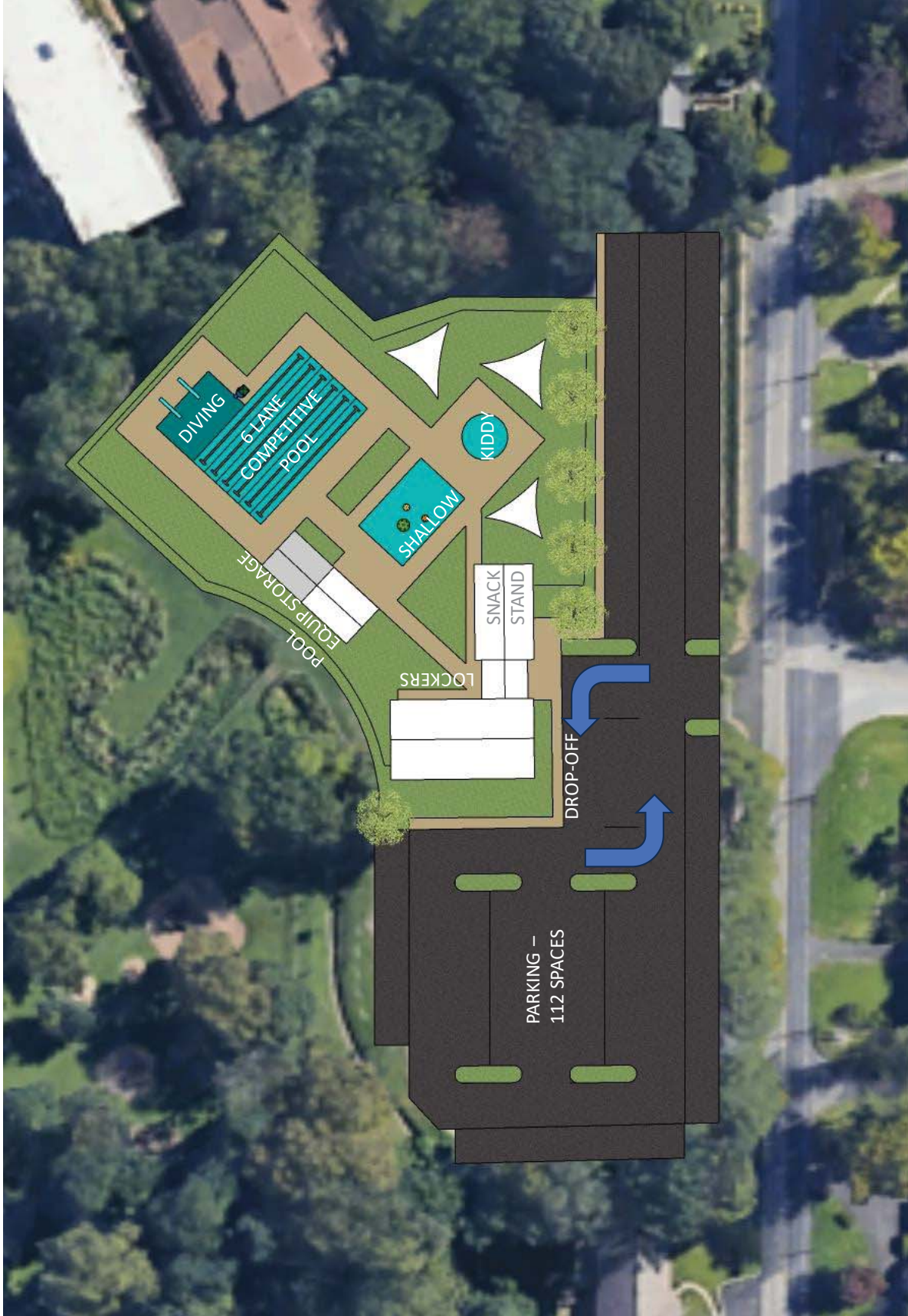
BREYER

- Public parking
- Staff parking
- Public access to the buildings
- Police – two means of egress
- Existing Breyer building will be studied for renovation or new construction – depending on feasibility
- Potential and flexibility for community partnerships
- Manage stormwater



CONKLIN POOL

- Redevelop swimming pool complex to meet contemporary standards and provide for a variety of skill levels and activities
- Repave parking lot and reconfigure for standard parking arrangement
- Inclusion of drop-off lane in parking layout
- Manage parking lot stormwater



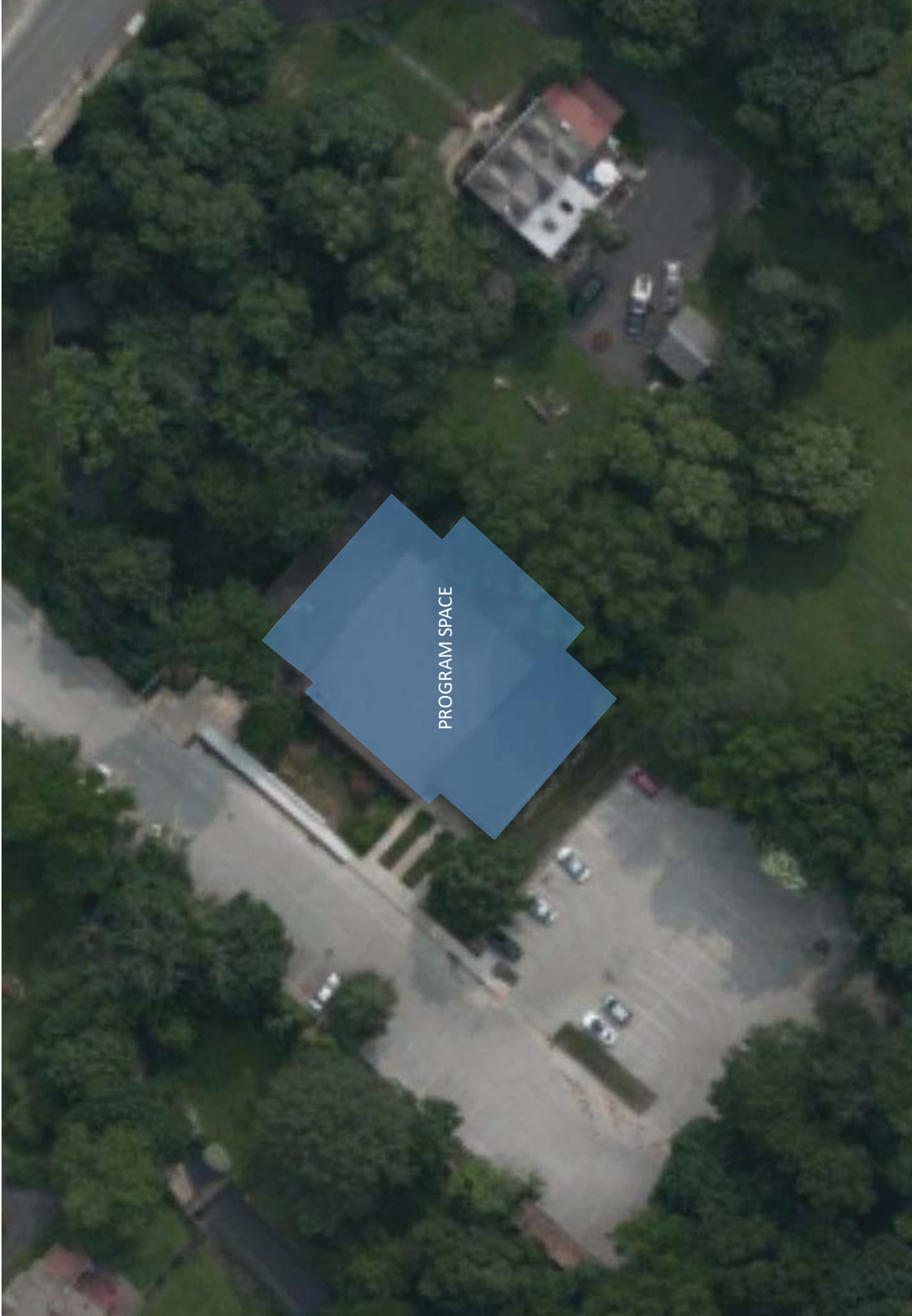


GLENSIDE CAMPUS

- Redevelop swimming pool complex to meet contemporary standards and provide for a variety of skill levels and activities
- Retain Glenside hall entrance portico, and thoughtfully reuse salvaged elements where possible
- Inclusion of some off-street parking
- Pavilion that can be used for both the swimming pool and Renninger park / playground
- Pavilion snack stand can serve both pool and Renninger park
- Manage stormwater

GLENSIDE CAMPUS COMMUNITY CENTER

- Renovate existing library into Glenside community center
- Community spaces programming to be developed in concert with other township community spaces and input from local residents
- Space can be made available within the community centers for library services (staffed book pick up/drop off, children's programming, reading groups, computer access, etc. TBD in concert with the Library system).



LA MOTT CAMPUS COMMUNITY CENTER

- Renovate existing community center with acknowledgement of historical legacy and assets
- Community spaces programming to be developed in concert with other township community spaces and input from local residents with a focus on la mott's historical significance
- Option to upgrade playground and build outdoor basketball court



ROWLAND

- Remove original school building and renovate remaining building
- Provide additional parking and community garden space
- Option to upgrade playground and outdoor basketball court
- Community spaces programming to be developed in concert with other township community spaces and input from local residents to support seniors and families
- Space can be made available within the community centers for library services (staffed book pick up/drop off, children's programs, reading groups, computer access, etc. TBD in concert with the Library system).



An aerial photograph of a city, likely New York City, showing a dense grid of streets and buildings. A river, possibly the Hudson River, flows through the center of the image. The text "FINANCES + NEXT STEPS" is overlaid on the image in a bold, black, sans-serif font.

FINANCES + NEXT STEPS

HYBRID CONCEPT E | Rough Order Of Magnitude Estimate

Wall Park - Library and Recreation	
<i>New Library</i>	\$ 11,500,000
<i>New Outdoor Courts, Play Struct., Skate Park & Pavilion</i>	\$ 2,400,000
<i>Site Work</i>	\$ 5,200,000
Sub-Total	\$ 19,100,000
Community Services	
<i>Rowland Community Campus</i>	\$ 4,970,000
<i>La Mott Community Campus</i>	\$ 4,000,000
<i>Glenside Community Center</i>	\$ 2,150,000
<i>Glenside Pool Facility</i>	\$ 6,670,000
<i>Conklin Pool Facility</i>	\$ 6,100,000
Sub-Total	\$ 23,890,000
Breyer Municipal Campus	
Public Works	\$ 19,410,000
	\$ 13,700,000

CONSTRUCTION TOTAL ESTIMATE	\$76,100,000
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Soft Costs – 25%	\$ 19,025,000
Contingency – 10%	\$ 7,610,000

PROJECT TOTAL ESTIMATE	\$102,735,000
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Note: Escalation/inflation has not been included in these costs but must be considered in overall financial planning when project phasing and schedules are determined.

Thank you for your time tonight!

Please send all questions and comments to
facilities@cheltenhampa.gov

This presentation and responses will be posted on:
www.cheltenhampa.gov/facilities

