

3.1.7 Local Actions and Approvals

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A. APPROVAL CERTIFICATION



DENNIS J. SHEEHAN
TOWN ADMINISTRATOR

TOWN OF
STONEHAM
MASSACHUSETTS

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October 6, 2020

Ms. Diane Sullivan
Senior Capital Program Manager
40 Broad Street
Boston, Massachusetts 02109

Dear Ms. Sullivan:

The Town of Stoneham School Building Committee ("SBC") has completed its review of the Feasibility Study Preliminary Design Program for the Stoneham High School project (the "Project"), and on September 28, 2020 the SBC voted to approve and authorize the Owner's Project Manager to submit the Feasibility Study related materials to the MSBA for its consideration. A certified copy of the SBC meeting minutes, which includes the specific language of the vote and the number of votes in favor, opposed, and abstained, are attached.

Since the MSBA's Board of Directors approved the District to conduct a Feasibility Study on October 30, 2019, the SBC has held ten (10) meetings with the OPM regarding the Project, in compliance with the state Open Meeting Law. These meetings include:

- March 9, 2020, 7:00 PM, @ Central Middle School, Media Center, see Meeting Minutes attached.
- May 4, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- June 22, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- July 6, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- July 20, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- August 3, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- August 17, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- August 31, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- September 14, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.
- September 28, 2020, 7:00 PM, @ Remote Locations, see Meeting Minutes attached.

The meeting minutes are attached and outline any information shared or votes taken. The presentation materials for each meeting, meeting minutes, and summary materials related to the

A. APPROVAL CERTIFICATION

Project are available locally for public review and are posted on the Town of Stoneham website with a link to the Stoneham Public Schools website.

In addition to the SBC meetings listed above, the District held two (2) public community meetings, which were posted in compliance with the state Open Meeting Law, at which the Project was discussed. These meetings include:

- August 11, 2020 @ Remote Locations, the presentation was given by the SBC Members and the project team, see PowerPoint presentation attached.
- September 23, 2020 @ Remote Locations, the presentation was given by the SBC Members and the project team, see PowerPoint presentation attached.

There were notes taken, however no formal meeting minutes or votes resulted from the community meetings. The presentation materials for each meeting are available locally for public review and are posted on the Town of Stoneham website with a link to the Stoneham Public Schools website.

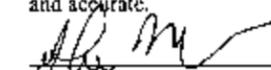
To the best of my knowledge and belief, each of the meetings listed above complied with the requirements of the Open Meeting Law, M.G.L. c. 30A, §§ 18-25 and 940 CMR 29 *et seq.*

If you have any questions or require any additional information, please contact Superintendent John Macero at (781) 279-3802 or jmacero@stonehamschools.org.

By signing this Local Action and Approval Certification, I hereby certify that, to the best of my knowledge and belief, the information supplied by the District in this Certification is true, complete, and accurate.


By: Dennis Sheehan
Title: Chief Executive Officer
Date: October 6, 2020

By signing this Local Action and Approval Certification, I hereby certify that, to the best of my knowledge and belief, the information supplied by the District in this Certification is true, complete, and accurate.


By: John Macero
Title: Superintendent of Schools
Date: October 6, 2020

By signing this Local Action and Approval Certification, I hereby certify that, to the best of my knowledge and belief, the information supplied by the District in this Certification is true, complete, and accurate.

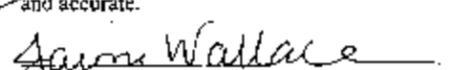

By: Jaime Wallace
Title: Chair of the School Committee
Date: October 6, 2020

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B. SCHOOL BUILDING COMMITTEE MEETINGS

Project Management | **SMMA**

Project Minutes

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Prepared by:	Joel Seeley	Meeting Date:	3/9/2020
Re:	School Building Committee Meeting	Time:	7:00pm
Location:	Central Middle School Media Center	Meeting No:	1
Distribution:	Attendees (MF)		

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee Member	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Chair	Voting Member
✓	Raymie Parker	Select Board Member	Voting Member
✓	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Lauren Celi	Local Budget Official	Non-Voting Member
✓	Robert Smith	SMMA, OPM	
✓	Joel Seeley	SMMA, OPM	



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Project: Stoneham High School Feasibility Study
 Meeting Date: 3/9/20
 Meeting No.: 1
 Page No.: 2

Item #	Action	Discussion
1.1	Record	Call to Order, 6:00 PM, meeting opened.
1.2	Record	J. Macero distributed and reviewed the draft 2/10/20 School Building Committee meeting minutes for approval. A motion was made by J. Craigie and seconded by J. Thomson to approve the 2/10/20 School Building Committee meeting minutes. No discussion, motion passed unanimous.
1.3	Record	D. Bois provided an overview of the MSBA OPM Review Panel meeting held on 3/9/20. The Panel complimented the OPM Selection Committee on their process and thoroughness of the submitted documentation. The MSBA will be issuing a letter approving SMMA as the OPM on 3/10/20.
1.4	Record	J. Seeley provided an overview of the MSBA Designer Selection process. The MSBA Designer Selection Panel (DSP) is comprised of thirteen MSBA appointed members and three town members. The Designer Proposal Review Committee appointed D. Sheehan, J. Macero and D. Bois as the three town members to sit on the DSP with S. O'Neill as the alternate. Committee Discussion: 1. D. Bois indicated a key outcome of the MSBA Designer Selection process is to select a firm that has the requisite skill and experience to undertake the project and has the capacity. 2. S. Iovanni asked if members of the SBC can hear the review of each firm's qualifications submission? <i>D. Sheehan indicated the Designer Proposal Review Committee meetings on 5/11/20 and 6/8/20 are open to the public and provide an opportunity for SBC members to hear the review.</i> 3. R. Parker asked for clarification on the voting procedures of the DSP. <i>J. Seeley indicated that each of the DSP members, including the three town members, will vote, assigning three points to their first choice, two points to their second choice, and one point to their third choice, which are then tallied. This is the process for the Designer application review as well as the interview.</i>
1.5	Record	J. Seeley distributed and reviewed the Preliminary Project Schedule, attached.
1.6	J. Seeley	J. Seeley distributed and reviewed the Designer Selection Timeline, attached. Committee Discussion: 1. Keep the 3/30/20 SBC meeting as a placeholder for now, whether the meeting is needed will be confirmed at a future date.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 3/9/20
 Meeting No.: 1
 Page No.: 3

Item #	Action	Discussion
		2. Add a 4/27/20 Designer Proposal Review Committee meeting at 6:00pm J. Seeley to update the Designer Selection Timeline and issue to the Committee.
1.7	J. Seeley	D. Bois indicated that since the DSP meetings are anticipated to be held in June 2020, there may be a need to commence certain elements of work prior to the selection of the Designer, namely obtaining traffic counts, development of the educational program and development of a listing of potential alternate sites. Committee Discussion: 1. A. Talarico asked if the traffic data should include the projected pre-school impact? <i>D. Bois indicated no, data would only be collected on the current conditions, prior to the high school seniors last day on May 29. Data on the projected conditions would be developed by the Designer once on board.</i> 2. S. O'Neill asked how will the scope of the traffic data collection be developed? <i>D. Sheehan indicated he and J. Seeley will develop the scope in discussion with a traffic consultant that the town recently retained, who is very familiar with the Franklin Street area.</i> 3. J. Craigie asked how will the work on the educational program by the educators, be coordinated with the work of the Educational Mission Subcommittee? <i>J. Macero indicated B. Lombardi and the educators will take the lead on the development of the educational program and then bring that initial version to a meeting of the Educational Mission Subcommittee prior to the end of the school year.</i> 4. S. Iovanni asked at what point is the listing of potential alternate sites needed for the Designer to analyze? <i>J. Seeley indicated the alternate sites analysis is part of the PDP submission, which is anticipated to be completed by mid-September 2020.</i> 5. J. Seeley will work with D. Sheehan to develop the list of potential alternate sites. A motion was made by J. Craigie and seconded by N. Nial to authorize D. Sheehan and J. Macero to approve up to \$35,000 to procure the traffic count data thru SMMA. No discussion, motion passed unanimous.
1.8	Record	Subcommittee Updates - none
1.9	Record	Committee Questions - none

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Project: Stoneham High School Feasibility Study
 Meeting Date: 3/9/20
 Meeting No.: 1
 Page No.: 4

Item #	Action	Discussion
1.10	Record	Old or New Business 1. M. Christie asked that any committee member that would like to volunteer for the SBCEF Trivia Bee on March 27, 2020 contact the Foundation.
1.11	Record	Next SBC Meeting: March 30, 2020 at 7:00 pm at the Central Middle School Media Center.
1.12	Record	A Motion was made by L. Gallagher and seconded by P. Ryder to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Preliminary Project Schedule, Designer Selection Timeline

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes



PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Media Center, Central Middle School
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 3/9/2020
 Time: 7:00pm
 Meeting No: 1

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Chair
	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
	Stephen O'Neil	sonell@haymer-swanson.com	Community Member with Engineer Experience
	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
	Cory Mashburn		Community Member, Finance and Advisory Board
	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
	Kevin Yianacopolus	kylanacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
	Brian McNeil	bmcnell@stonehamschools.org	Facilities Director
	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
	Lauren Celli	lcelli@stonehamschools.org	Local budget official
	Robert Smith	rsmith@smma.com	Owner's Project Manager, SMMA
	Joel Seeley	jseeley@smma.com	Owner's Project Manager, SMMA

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Agenda

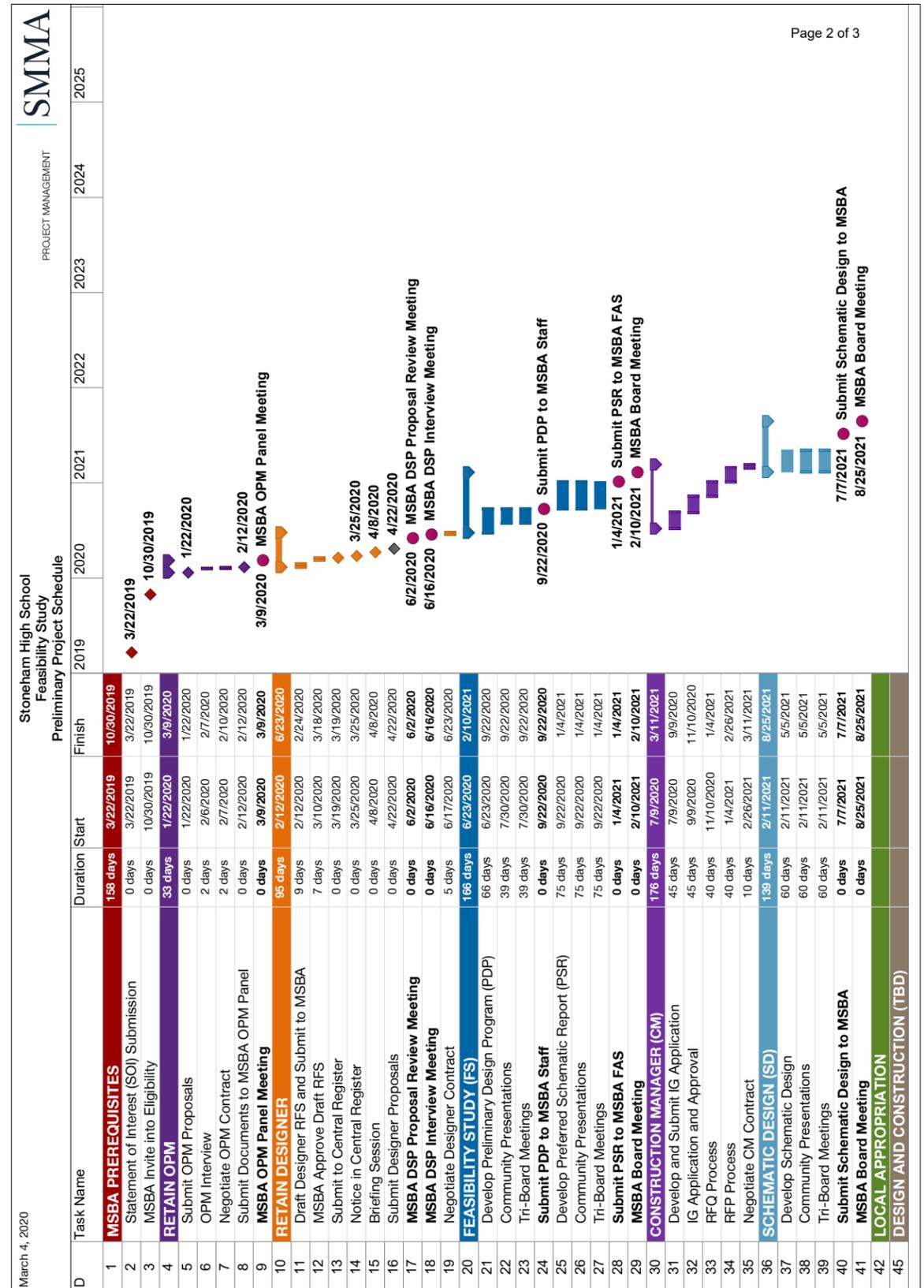
Project: Stoneham High School Feasibility Study
 Re: School Building Committee Meeting
 Prepared by: Joel Seeley
 Location: Central Middle School Media Center
 Distribution: Attendees (MF)

Project No.: 20033
 Meeting Date: 3/9/2020
 Meeting Time: 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
4. OPM Review Panel Meeting Update
5. Review Designer Selection Process and Schedule
6. Subcommittee Updates
7. New or Old Business
8. Committee Questions
9. Next Meeting: TBD
10. Adjourn

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Stoneham High School Feasibility Study
 February 24, 2020 (Updated February 28, 2020)

Designer Selection Timeline

February 17, 2020	SMMA Submits Draft Designer Request for Services (RFS) for Review
February 24, 2020	Designer Proposal Review Committee Meeting – 6:00 PM <ul style="list-style-type: none"> Review Draft RFS
February 26, 2020	Town Submits Designer RFS to MSBA for Review
March 9, 2020	MSBA OPM Review Panel Meeting – 2:00 PM
March 9, 2020	School Building Committee Meeting – 7:00 PM
March 19, 2020	SMMA Submit Designer RFS Advertisement to: <ol style="list-style-type: none"> Central Register Local Newspaper
March 25, 2020	Designer RFS Advertised/Noticed in: <ol style="list-style-type: none"> Central Register Local Newspaper
March 30, 2020	School Building Committee Meeting – 7:00 PM (To Be Confirmed)
April 8, 2020	Informational Briefing at Stoneham High School and Tour – 3:30 PM
April 9, 2020	Deadline for Designer Submission of Questions
April 22, 2020	Designer Qualification Packages Due – 2:00 PM
April 27, 2020	School Building Committee Meeting – 7:00 PM
May 11, 2020	Designer Proposal Review Committee Meeting – 6:00 PM <ul style="list-style-type: none"> Review Qualification Packages
June 2, 2020	MSBA Designer Selection Panel Meeting <ul style="list-style-type: none"> Shortlist Designers
June 8, 2020	Designer Proposal Review Committee Meeting – 6:00 PM <ul style="list-style-type: none"> Prepare Questions for Designer Interviews
June 16, 2020	MSBA Designer Selection Panel Meeting <ul style="list-style-type: none"> Designer Interviews
June 22, 2020	School Building Committee Meeting – 7:00 PM <ul style="list-style-type: none"> Introduce Designer

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Project Minutes

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Prepared by:	Joel Seeley	Meeting Date:	5/4/2020
Re:	School Building Committee Meeting	Time:	7:00pm
Location:	Remote Locations	Meeting No.:	2
Distribution:	Attendees (MF)		

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee Member	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Chair	Voting Member
✓	Raymie Parker	Select Board Member	Voting Member
✓	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Lauren Celi	Local Budget Official	Non-Voting Member
✓	Joel Seeley	SMMA, OPM	

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Project: Stoneham High School Feasibility Study
 Meeting Date: 5/4/20
 Meeting No.: 2
 Page No.: 2

Item #	Action	Discussion
2.1	Record	Call to Order, 6:00 PM, meeting opened by unanimous roll call vote.
2.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
2.3	Record	A motion was made by J. Craigie and seconded by L. Gallagher to approve the 3/9/20 School Building Committee meeting minutes. No discussion, motion passed unanimously by roll call vote.
2.4	Record	J. Seeley provided an update on the Designer Selection Process and distributed and reviewed a Listing of Designer Qualification Package Submissions, attached. Fourteen architectural firms have submitted for the project.
2.5	Record	J. Seeley distributed and reviewed the Updated Designer Selection Timeline, attached, and noted the 5/26/20 Designer Proposal Review Committee meeting is changed to 5/27/20.
2.6	J. Seeley D. Sheehan	J. Seeley distributed and reviewed a Listing of Potential Alternative Sites, attached, as excerpted from the 2018 Stoneham Open Space and Recreation Plan. Using site size only, there are three sites that may have potential: 1) Unicorn Golf Course, 2) Current High School Site and 3) Bear Hill Golf Club, which is not town-owned. Committee Discussion: 1. M. Christie asked if the Weiss Farm property should be added to the list of potential sites? <i>D. Sheehan recommended to not add due to the current development status of Weiss Farm. J. Craigie agreed, as the traffic issues would be the same as the current high school site.</i> 2. D. Pignone indicated the Unicorn Golf Course may be a good potential site as the town owns the site and it has multiple points of access. 3. D. Sheehan and J. Seeley to further research the Unicorn Golf Course site with respect to federal or state development restrictions and/or recorded constructability issues.
2.7	Record	J. Seeley distributed and reviewed the Update on Traffic Counts, attached. Proposals were obtained for the traffic counts, however due to the significant reduction in commuter traffic due to COVID 19 and the school being closed, no action was taken. The traffic counts will remain within the Designer's scope.
2.8	B. Lombardi J. Macero	B. Lombardi provided an update on the status of the Educational Program. The High School Vision Committee, comprised of teachers, administrators and four students toured Billerica High School before the pandemic, but has not met since. A draft

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Project: Stoneham High School Feasibility Study
 Meeting Date: 5/4/20
 Meeting No.: 2
 Page No.: 3

Item #	Action	Discussion
		Educational Program for review by the Educational Mission Subcommittee will most likely not occur prior to retaining the architect in mid-June. Committee Discussion: 1. J. Craigie asked if the Educational Program needs to be completed prior to retaining the architect? <i>J. Seeley indicated no, the more typical timeline is the Educational Program is developed after the architect and their educational programmer are retained.</i> 2. J. Craigie asked who is on the High School Vision Committee? <i>J. Macero will send out a listing of the members to the Committee.</i>
2.9	Record	Subcommittee Updates 1. Public Relations Subcommittee – S. Iovanni and J. Seeley to issue a press release on the status of the project.
2.10	Record	Committee Questions – none
2.11	Record	Old or New Business - none
2.12	Record	Next SBC Meeting: June 22, 2020 at 7:00 pm. J. Seeley to provide direction on whether the meeting will be held at the Central Middle School Media Center or remotely.
2.13	Record	A Motion was made by J. Craigie and seconded by S. Iovanni to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, Listing of Designer Qualification Package Submissions, Updated Designer Selection Timeline, Listing of Potential Alternative Sites, Update on Traffic Counts

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

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Project Management

PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study Project No.: 20033.00
 Prepared by: Joel Seeley Meeting Date: 5/4/2020
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Remote Locations Meeting No: 2
 Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Chair
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
Attended Remotely	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
Attended Remotely	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	Mjkentucky202@yahoo.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Lauren Celi	lceli@stonehamschools.org	Local budget official
Attended Remotely	Joel Seeley	jseeley@smma.com	Owner's Project Manager, SMMA

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Agenda

Project: Stoneham High School Feasibility Study Project No.: 20033
 Re: School Building Committee Meeting Meeting Date: 5/4/2020
 Prepared by: Joel Seeley Meeting Time: 7:00 PM
 Location: Remote Locations
 Distribution: Attendees (MF)

1. Call to Order
2. Approval of Minutes
3. Update on Designer Selection Process
4. Review List of Alternate Sites
5. Traffic Study Update
6. Educational Program Update
7. Subcommittee Updates
8. New or Old Business
9. Committee Questions
10. Next Meeting: June 22, 2020
11. Adjourn

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Memorandum

To: School Building Committee
 From: Joel G. Seeley
 Project: Stoneham High School Feasibility Study
 Re: Designer Qualification Package Submissions
 Distribution: School Building Committee (MF)

Date: 5/4/2020
 Project No.: 20033

Committee members, the following firms submitted Qualification Packages for the project:

1. CBT Architects
2. DiNisco Design
3. Dore + Whittier
4. DRA Architects
5. HMFH Architects
6. JCJ Architecture
7. Kaestle Boos Associates, Inc.
8. Lavallee Brensinger Architects
9. Moody Nolan
10. Mount Vernon Group Architects
11. Perkins and Will
12. Perkins Eastman
13. Tappe Architects
14. William Rawn Associates

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Stoneham High School Feasibility Study
 February 24, 2020 (Updated March 18, 2020)

Designer Selection Timeline

February 17, 2020	SMMA Submits Draft Designer Request for Services (RFS) for Review
February 24, 2020	Designer Proposal Review Committee Meeting – 6:00 PM <ul style="list-style-type: none"> • Review Draft RFS
February 26, 2020	Town Submits Designer RFS to MSBA for Review
March 9, 2020	MSBA OPM Review Panel Meeting – 2:00 PM
March 9, 2020	School Building Committee Meeting – 7:00 PM
March 26, 2020	SMMA Submit Designer RFS Advertisement to: <ol style="list-style-type: none"> 1. Central Register 2. Local Newspaper
April 1, 2020	Designer RFS Advertised/Noticed in: <ol style="list-style-type: none"> 1. Central Register 2. Local Newspaper
March 30, 2020	School Building Committee Meeting – 7:00 PM (To Be Confirmed)
April 15, 2020	Informational Briefing at Stoneham High School and Tour – 3:30 PM
April 16, 2020	Deadline for Designer Submission of Questions
April 29, 2020	Designer Qualification Packages Due – 2:00 PM
May 4, 2020	Designer Proposal Review Committee Meeting – 6:00 PM
May 4, 2020	School Building Committee Meeting – 7:00 PM
May 26, 2020	Designer Proposal Review Committee Meeting – 6:00 PM (Tuesday) <ul style="list-style-type: none"> • Review Qualification Packages
June 2, 2020	MSBA Designer Selection Panel Meeting <ul style="list-style-type: none"> • Shortlist Designers
June 8, 2020	Designer Proposal Review Committee Meeting – 6:00 PM <ul style="list-style-type: none"> • Prepare Questions for Designer Interviews
June 16, 2020	MSBA Designer Selection Panel Meeting <ul style="list-style-type: none"> • Designer Interviews
June 22, 2020	School Building Committee Meeting – 7:00 PM <ul style="list-style-type: none"> • Introduce Designer

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JGS/sat/P:\2020\20033\00-INFO\Designer Procurement\Designer_Selectionchedule18march2020.Docx

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Stoneham High School Feasibility Study
 Potential Alternative Sites
 Excerpt from 2018 Stoneham Open Space and Recreation Plan
 3/24/2020
DRAFT



Town Owned Conservation Land													
Name	Location	Assessing Parcel	Owner	Managing Agent	Grant Fund Used (state/federal)	Protection Status	Date Acquired	Size (Acres)	Public Access	Zoning	Current Use	Recreation Potential	Condition (2017)
Pomeworth Field	Caltha, Washington, Capen, and Pomeworth Streets, adjacent to Central Middle School	12-230-0	Town of Stoneham	DPW - with assistance from Stoneham Little League on Lower Pomeworth		P	1911	8.23	YES	Recreation & Open Space	Active Recreation	Little League field, basketball courts, children's playground, large area for field sports that can be reconfigured for seasonal uses	Poor
Recreation Park	Pleasant & Gould Streets	13-55-0	Town of Stoneham	DPW - With assistance from Stoneham Lacrosse, Stoneham High School, Stoneham Little League		P	1927	7.62	YES	Recreation & Open Space	Active Recreation	2 baseball fields, large open field used for soccer/football/lacrosse, children's playground, bleachers and field house	Fair
Cerone Memorial	Broadway	6-678-0	Town of Stoneham	Stoneham Youth Soccer with assistance from DPW		P		4.43	YES	Recreation & Open Space	Active Recreation	3 regulation and 3 youth soccer fields	Good/Fair grade makes field use difficult
Rounds Playground	MacArthur Road and Broadway	6-191-0	Town of Stoneham	DPW with assistance from Youth Organizations		P		1.04	YES	Recreation & Open Space	Active Recreation	Children's playground and T-ball field	Playground good/excellent ballfield poor
Whip Hill Park	Perkins Street	3-188-1-0	Town of Stoneham	Conservation Commission	SH	P	1968	25.75	YES	Recreation & Open Space	Woodlands with trails; House used for meetings and events	PASSIVE Uses and Meeting space in house	Fair/Good
Dike's Pond	Summit Road	19-55,56-0	Town of Stoneham	Conservation Commission		P	1971	0.36	YES	Recreation & Open Space	Undeveloped shoreline and woods	PASSIVE - Fishing and wildlife viewing	Not Maintained
Barton Estate	Land off North & Erickson Street	21-92-0	Town of Stoneham	Conservation Commission	SH	P	1973 AND 1975	5.25	YES	Recreation & Open Space	Undeveloped woods	PASSIVE	Not Maintained
	Land off Meadow Road & Fiske Avenue	18-351,1-0	Town of Stoneham	DPW	SH	P		2.65	YES	Recreation & Open Space	Undeveloped woods	PASSIVE	Not Maintained
	Land off Corey Ave., Ferdinand, Marion & Spring Streets	2-85-0	Town of Stoneham	DPW		P	1956 AND 1966	9.24	YES	Recreation & Open Space	Undeveloped woods	PASSIVE	Not Maintained
	Land off Lake Avenue	2-254-0	Town of Stoneham	DPW	SH	P	1967	5.13	YES	Recreation & Open Space	Undeveloped woods	PASSIVE	Not Maintained
Crystal Lake Watershed	On Wakefield Border	1/27/2000	Town of Stoneham	DPW		P		11.8	YES	Recreation & Open Space	Undeveloped woods	PASSIVE	Not Maintained

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Stoneham High School Feasibility Study
 Potential Alternative Sites
 Excerpt from 2018 Stoneham Open Space and Recreation Plan
 3/24/2020
DRAFT



Total Permanently Protected Open Space owned by the Town of Stoneham (Acres) 176.28													
Town Facilities (Not Permanently Protected)													
Name	Location	Assessing Parcel	Owner	Managing Agent	Grant Fund Used (state/federal)	Protection Status	Date Acquired	Size (Acres)	Public Access	Zoning	Current Use	Recreation Potential	Condition (2017)
Senior High	Franklin Street	8-134,1-0	Town of Stoneham - School Dept.	School Department		L		49.46	YES	Education and Medical	Football field, running track, multi-use (soccer/field hockey, etc.) fields, 3 baseball fields, 8 tennis courts	YES	Football and Track Good, All other facilities Fair
Central/Middle School	William Street	12-308-0	Town of Stoneham - School Dept.	School Department		L		7.93	YES	Education and Medical	Small area of green space on Central Street, Playground near south exit on Pomeworth	YES	Excellent
South School	Summer Street	18-263-0	Town of Stoneham - School Dept.	School Department		L		2.75	YES	Education and Medical	Playground playfield, basketball court, paved play area	YES	Basketball Good; all else poor
Colonial Park School	Avalon Road	9-116,1-0	Town of Stoneham - School Dept.	School Dept. Assisted by DPW		L		17.71	YES	Education and Medical, AND Recreation & Open Space	2 baseball fields and paved basketball courts, Playground has HC access paths	YES	Fair
Robin Hood School	Magnolia Terrace	16-337-0	Town of Stoneham - School Dept.	School Dept., Assisted by DPWE		L		7.83	YES	Education and Medical	Baseball field, multi-purpose field, basketball court, playground has HC accessible surface path	YES	Poor
East School	Beacon Street	2-165-0	Town of Stoneham - School Dept.	Stoneham Little League with limited assistance from DPW		L		3.74	YES	Recreation & Open Space	2 little league ball fields, basketball court, playground	YES	Good
Duff Memorial Playground	At SEEMCollab. - on same parcel as old school.	12-342-0	Town of Stoneham - School Dept.	DPW		L		3.59	YES	Education and Medical	Basketball court, very limited and very old playground equipment	YES	Fair/poor

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Stoneham High School Feasibility Study
 Potential Alternative Sites
 Excerpt from 2018 Stoneham Open Space and Recreation Plan
 3/24/2020
DRAFT

Name	Location	Assessing Parcel	Owner	Managing Agent	Grant Fund Used (state/federal)	Protection Status	Date Acquired	Size (Acres)	Public Access	Zoning	Current Use	Recreation Potential	Condition (2017)
Senior Center	Elm Street	6-80A-0	Town of Stoneham - Council on Aging	Council on Aging		L		6.13	YES	Recreation & Open Space	Shuffleboard court, game room, meeting rooms, classroom	NO	Fair
Steele Playground aka Munchkin Playground	Pine Street- ON TOWN HALL PARCEL	13-6-0	Town of Stoneham	DPW		L		0.78	YES	Residential	Playground, picnic shelter with picnic tables, play field, swings, and benches	YES	Good
Lindenwood Cemetery	Montvale Ave	22-88-0	Town of Stoneham - Cemetery Department	DPW		L		32.33	YES	Recreation & Open Space	Cemetery	NO	Good
Stoneham Town Common	Downtown. Bounded by Church, Main, Central, and Winter Streets.	18-206-0	Town of Stoneham	DPW; Town Manager gives permits		L	2001	1.35	YES	Central Business	Paved pathways through grassed and garden areas. Gazebo with ramp access. Winter outdoor ice rink	PASSIVE	Good
Old Town Quarry	Pond Street	14-32-0	Town of Stoneham - Department of Public Works	DPW		L		2.4	YES	Residential A	Undeveloped woods	PASSIVE	Not Maintained
Sweetwater Brook Flood Hazard Area	Adjacent to rail trail north of Montvale and east of Cemetery	17-253B-0	Town of Stoneham	DPW		L		1.6	YES	Commercial, Residential, Highway Business, and Recreation & Open Space	Undeveloped woods	PASSIVE	Not Maintained

Total Town Facilities Not Permanently Protected (Acres) 137.6

Private Facilities

Boys and Girls Club	Adjacent to Recreation Park on Dale Court	13-56-013-62-0	Town of Stoneham and Boys Club of Stoneham	Private non-profit open to public		L		1.34	NO	Recreation and Open Space	Outdoor basketball court and interior multi-purpose space and basketball	DNA	
YMCA Child Care and Program Center	Across from Duff Park on Pleasant Street	12-350-0	VAL Realty, LLC	Private non-profit		N		0.46	NO	Commercial	Building with childcare facility and small multi-purpose space	DNA	
Bear Hill Golf Club	North Street	10/12/2000	Bear Hill Association	Private		L		53.17	NO	Recreation & Open Space	Golf Course and Clubhouse	DNA	

Stoneham High School Feasibility Study
 Potential Alternative Sites
 Excerpt from 2018 Stoneham Open Space and Recreation Plan
 3/24/2020
DRAFT



Name	Location	Assessing Parcel	Owner	Managing Agent	Grant Fund Used (state/federal)	Protection Status	Date Acquired	Size (Acres)	Public Access	Zoning	Current Use	Recreation Potential	Condition (2017)
St. Patrick's Cemetery and possible expansion area	Existing cemetery south of Broadway and west of Cerone Park. Expansion area to north of Broadway	6-63-06-79-0	Roman Catholic Archdiocese of Boston	Catholic Archdiocese of Boston - Cemetery expansion area		L		21.31	NO	Recreation and Open Space, and Residential	Cemetery and undeveloped expansion area	NO	

Total Private Facilities (Acres) 76.28

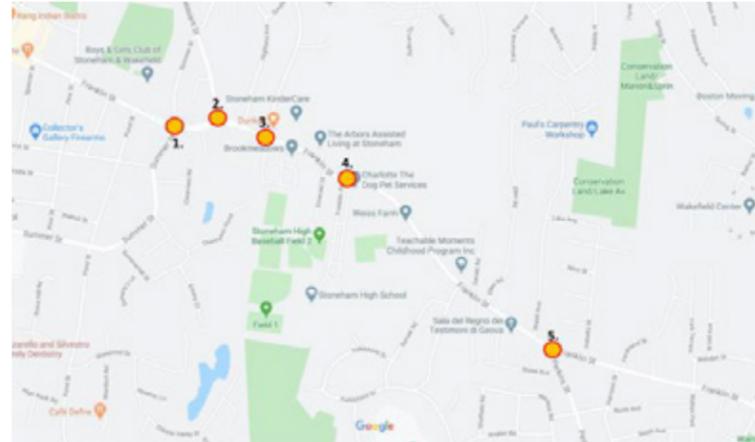
Conservation Areas Not Owned by Town of Stoneham

Middlesex Fells Reservation	South, Pond Streets, Woodland Road	27-5B-027-SOL-04-1120	DCR - Division of State Parks and Recreation & DCR - Division of Water Supply Protection	Department of Conservation and Recreation (DCR)		P		951.62 (Land) 405.60 (Water)	YES	Recreation & Open Space	Woodlands, trails, fields, swimming pool	PASSIVE	
MWRA Watershed Lands	At Spot Pond and Fells Reservoir	27-3E-0	MWRA	MWRA		L		7.18	NO	Education and Medical	Undeveloped woods - Watershed lands	NO	
Winchester Reservoir Lands	In Middlesex Fells Reservoir	27-5B-0	DCR	Town of Winchester		P		(Included in Middlesex Fells)	NO		Undeveloped woods - Watershed lands	NO	
Crystal Lake	Wakefield Border	1/27/2000	Town of Wakefield	Town of Wakefield		P		13.4	NO	Recreation & Open Space	Undeveloped woods - Watershed lands	NO	
Lynn Fells Parkway	Lynn Fells Parkway	Road ROW	DCR - Division of State Parks and Recreation	DCR		P		21.31	YES	Not zoned - ROW	Roadway and associated trees	YES	

Total Conservation Areas Not Owned by Town of Stoneham (Acres) 1376.6

TOTAL (Acres) 1766.76

Stoneham High School Feasibility Study
Request for Proposal for Limited Traffic Count Program
March 20, 2020



Summarize the findings in a written report in PDF format.

Please submit a lump sum proposal for the services, inclusive of all expenses, to my attention on or before March 26, 2020. Please call if you have any questions. I can be reached directly at (617) 877- 2859.

Very truly yours,

SMMA

Joel Seeley
Joel Seeley
Project Director

cc: contract file, D. Sheehan (MF)

Symmes, Maini & McKee
Associates, Inc.
1000 Massachusetts Avenue
Cambridge, MA 02138
617.547.5400

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Project Management | **SMMA**

Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
Prepared by: Joel Seeley Meeting Date: 6/22/2020
Re: School Building Committee Meeting Time: 7:00pm
Location: Remote Locations Meeting No: 3
Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee Member	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Chair	Voting Member
✓	Raymie Parker	Select Board Member	Voting Member
✓	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
	Lauren Celi	Local Budget Official	Non-Voting Member
✓	Robert Brown	Perkins and Will	
✓	Brooke Trivas	Perkins and Will	
✓	Elizabeth Dame	Perkins and Will	
✓	Patrick Cunningham	Perkins and Will	
✓	Leo Liu	Perkins and Will	
✓	Patrick Jones	Perkins and Will	
✓	Joel Seeley	SMMA	

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Project: Stoneham High School Feasibility Study
 Meeting Date: 6/22/20
 Meeting No.: 3
 Page No.: 2

Item #	Action	Discussion
3.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
3.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
3.3	Record	A motion was made by R. Parker and seconded by J. Craigie to approve the 5/4/20 School Building Committee meeting minutes. No discussion, motion passed unanimous by roll call vote.
3.4	Record	J. Seeley reviewed the MSBA DSP Designer Ranking and Scoresheet, dated 6/17/20, attached. D. Bois provided an overview of the 6/16/20 DSP meeting and introduced R. Brown and B. Trivas of Perkins and Will, the selected Designer for the project.
3.5	Record	R. Brown and B. Trivas introduced their team and presented an excerpt of the 6/16/20 Perkins and Will DSP Interview Presentation, attached.
3.6	J. Seeley B. Trivas	J. Seeley reviewed the Perkins and Will Fee Proposal, dated 6/19/20, attached. A motion was made by J. Craigie and seconded by J. Thomson to approve the Perkins and Will Fee Proposal. No discussion, motion passed unanimous by roll call vote. J. Seeley and B. Trivas to compile the MSBA Standard Contract for Designer Services and submit to D. Sheehan for execution.
3.7	Record	B. Trivas reviewed the Questionnaire on Project Goals, attached, and led a discussion with the Committee. The goals are recorded in the attached 6/22/20 meeting minutes from Perkins and Will.
3.8	J. Seeley	J. Seeley reviewed the Project Schedule and Committee Meetings and Agenda Schedule for the PDP Phase, both attached. J. Seeley will send calendar invites for the Committee meetings.
3.9	B. Trivas	B. Trivas provided an overview of the educational visioning workshops to be held the weeks of 7/20/20 and 7/27/20. The workshops will generally be a 1 ½ hour remote meeting each day, for a total of 7 - 8 meetings, across the two weeks. B. Trivas will provide an agenda for review.
3.10	J. Seeley D. Sheehan	D. Sheehan and J. Seeley to further research the Unicorn Golf Course site with respect to federal or state development restrictions and/or recorded constructability issues. <i>(Item from prior meeting)</i>
3.11	J. Macero	J. Macero to send out a listing of the members of the High School Vision Committee to the Committee. <i>(Item from prior meeting)</i>
3.12	S. Iovanni J. Seeley	Subcommittee Updates Public Relations Subcommittee

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Project: Stoneham High School Feasibility Study
 Meeting Date: 6/22/20
 Meeting No.: 3
 Page No.: 3

Item #	Action	Discussion
	J. Macero	<ol style="list-style-type: none"> S. Iovanni reviewed a Draft Press Release on hiring Perkins and Will and the status of the project, attached. The committee requested the release include a comment on the record number of applications submitted, the depth of DSP deliberation on each, and the upcoming educational visioning workshops. Community outreach strategies, including surveys were discussed. J. Seeley and S. Iovanni to map out the outreach strategies. J. Macero to forward the 2019 Town Day survey. J. Craigie will mention the Feasibility Study is underway and is being overseen by the School Building Committee, at the 6/29/20 Town Meeting.
3.13	Record	Committee Questions – none
3.14	D. Sheehan B. Trivas J. Seeley	Old or New Business <ol style="list-style-type: none"> D. Sheehan, B. Trivas and J. Seeley to determine which remote meeting software: GoToMeeting, GoogleMeet, Teams, or Zoom should be used for future Committee meetings.
3.15	Record	Next SBC Meeting: July 6, 2020 at 7:00 pm.
3.16	Record	A Motion was made by J. Craigie and seconded by S. Iovanni to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, MSBA DSP Designer Ranking and Scoresheet, Perkins and Will DSP Interview Presentation, Perkins and Will Fee Proposal, Questionnaire on Project Goals, Project Schedule, Committee Meetings and Agenda Schedule for the PDP Phase, Draft Press Release

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

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PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study Project No.: 20033.00
 Prepared by: Joel Seeley Meeting Date: 6/22/2020
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Remote Locations Meeting No: 3
 Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Chair
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
Attended Remotely	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	soneill@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
Attended Remotely	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Lauren Celi	lceli@stonehamschools.org	Local budget official
Attended Remotely	Robert Brown	robert.brown@perkinswill.com	Perkins and Will
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Designer, Perkins and Will

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Project: Stoneham High School Feasibility Study
 Meeting Date: June 22, 2020
 Meeting No.: 3
 Page No: 2

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Elizabeth Dame		Perkins and Will
Attended Remotely	Patrick Cunningham	patrick.cunningham@perkinswill.com	Perkins and Will
Attended Remotely	Leo Liu		Perkins and Will
Attended Remotely	Patrick Jones	patrick.jones@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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Agenda

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Re:	School Building Committee Meeting	Meeting Date:	6/22/2020
Prepared by:	Joel Seeley	Meeting Time:	7:00 PM
Location:	Remote Locations		
Distribution:	Attendees (MF)		

1. Call to Order
2. Approval of Minutes
3. Introduction of Architects
4. Approval of Architect's Proposal
5. Discussion of Project Goals
6. Discussion of Project Schedule
7. Subcommittee Updates
8. New or Old Business
9. Committee Questions
10. Public Comments
11. Next Meeting: July 6, 2020
12. Adjourn

Join with Google Meet

meet.google.com/wug-etbu-wqp

Join by phone

[+1 585-491-8472](tel:+15854918472) (PIN: 787220598)

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Deborah B. Goldberg
 Chairman, State Treasurer

James A. MacDonald
 Chief Executive Officer

John K. McCarthy
 Executive Director / Deputy CEO

June 17, 2020

Mr. Dennis Sheehan
 Town Administrator
 Stoneham Town Hall
 35 Central Street, Second Floor
 Stoneham, MA 02180

RE: Designer Selection
Stoneham High School
MSBA ID: 201802840505

Dear Mr. Sheehan:

On Tuesday, June 16, 2020, the Massachusetts School Building Authority Designer Selection Panel ("DSP") interviewed the finalists for the above-referenced project. The following individuals represented the Town of Stoneham on the DSP:

- Dennis Sheehan, Stoneham Town Administrator
- John Macero, Superintendent, Stoneham Public Schools
- David Bois, Co-Chair, Stoneham School Building Committee

In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Sections 44 through 58, and the MSBA Designer Selection Procedures, the DSP voted unanimously to rank the finalists, in order of qualifications, as follows for the subject project:

1. Perkins+Will
2. JCJ Architecture, PC
3. Perkins Eastman/DPC

The DSP determined that Perkins+Will possesses the requisite skills and experience for this project, particularly in light of their extensive experience in the design and construction of schools in Massachusetts.

The Town of Stoneham should now take the appropriate local steps necessary to award the contract for designer services to the first-ranked firm and authorize fee and contract negotiations. Please know that the Town of Stoneham must use the MSBA's standard contract for designer services, a copy of which can be downloaded from our website, MassSchoolBuildings.org.

Before beginning the contract and fee negotiations, however, and in order to remain eligible for the reimbursement of a portion of the designer services fee, please have your Owner's Project Manager contact the MSBA Project Manager for this project, Christina Forde, to discuss the

Designer Selection Panel Interview Results Ranking Letter
 Stoneham High School, Stoneham, MA
 June 17, 2020
 Page 2 of 2

MSBA's guidelines. Upon completion of contract and fee negotiations with the first-ranked firm, please forward a copy of the fully executed contract to Kathryn DeCristofaro, Capital Program Manager, at the MSBA.

Sincerely,



Karl Brown, AIA
 Design Director

cc: Legislative Delegation
 Shelly A. MacNeill, Chair, Stoneham Select Board
 Nicole Nial, Chair, Stoneham School Committee
 John Macero, Superintendent, Stoneham Public Schools
 David Bois, School Building Committee Co-Chair
 Robert Brown, Perkins+Will
 James E. LaPosta, JCJ Architecture, PC
 Joseph Drown, Perkins Eastman/DPC
 Joel G. Seeley, Owner's Project Manager, Symmes Maini & McKee Associates, Inc.
 Christina Forde, MSBA Project Manager
 File: 10.2 Letters (Region 3)

**Designer Selection Panel
 Voting Sheet**

Tuesday, June 16, 2020

District: Stoneham
 School: Stoneham High School

Total Panel Votes

	HMFH Architects, Inc. <i>DECLINED TO INTERVIEW</i>	JCJ Architecture, PC	Perkins Eastman/DPC	Perkins+Will
Russell Bartash				
Fenton Bradley AIA		3	1	2
Karl Brown AIA		2	1	3
David Eisen FAIA		1	2	3
Bernard Feldstein AIA Emeritus		2	1	3
Christina Forde		2	1	3
Barbara Hansberry		2	1	3
Richard Hanson				
Leo F Peters PE		3	2	1
Rachel E. Shanley PE		2	1	3
Christine B Verbitzki AIA		3	1	2
Kenneth Wertz		1	2	3
David Bois		1	2	3
John Macero		2	1	3
Dennis Sheehan		1	2	3
TOTAL		25	18	35
		<i>2nd</i>	<i>3rd</i>	<i>1st</i>

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Perkins&Will

6.19.2020

Mr. Dennis Sheehan, Town Administrator

Town of Stoneham
36 Central Street, Second Floor
Stoneham, Massachusetts 02180

Re: Stoneham High School

Dear Dennis,

We are thrilled to be selected for this important and inspiring High School Project for the Town of Stoneham. We hope our presentation to the DSP and Stoneham Representatives conveyed our passion for moving this project forward to reflect Stoneham's vision for the future.

COMPENSATION BASIC SERVICES

After speaking with Joel Seeley, OPM we understand the appropriated funds for Module 3 and Module 4 for the Stoneham High School Project. Below you will find a summary of how our Basic Service Fee is broken down.

Total Basic Fee: \$420,000*

- Fee Includes*:**
- Perkins and Will
 - Educational Planner
 - Civil Engineer
 - Landscape
 - Structural
 - Plumbing/Fire Protection
 - HVAC/ Electrical
 - Data/ Technology
 - Theater/ Library/ Media
 - Laboratory
 - Cost Estimating
 - Kitchen/ Food Service
 - Acoustics
 - Specifications
 - Audio Visual
 - FFE
 - Sustainability
 - Code
 - Security

225 Franklin Street, Suite 1100
Boston, Massachusetts 02110

www.perkinswill.com

Perkins&Will

6.19.2020
Stoneham High School

REIMBURSABLE EXPENSES for ENVIRONMENTAL TESTING:

We also understand that you have appropriated a budget for the Environmental Testing portion of the scope which is not included in our Basic Services. The below scope of work would be invoiced as a reimbursable expense with a 10% mark-up. The estimated budgets were provided by the OPM with the idea that budgets could be reallocated as required to work within the \$160,000 allowance. For your reference we have included below the current budgets provided to us by Joel Seeley, OPM. We agreed to work together to stay within the budget allocated by the Town of Stoneham.

Total Environmental Testing Fee*: \$160,000

Fee Includes*:

Traffic	\$ 30,000
Wetland Delineation	\$ 8,000
Survey	\$ 35,000
Phase 1 ESA	\$ 10,000
Geotechnical Analysis	\$ 35,000
Hydrant Testing	\$ 2,000
Hazardous Material Testing	\$ 15,000
Geothermal	\$ 20,000
Contingency	\$ 5,000

CONTRACT

We will proceed with executing the Standard MSBA Contract for Designer Services Base Contract for Design Bid Build or CM at Risk v. 02.25.11. The scope of work is noted in the RFS (Request for Design Services) from the Town of Stoneham, dated April 1, 2020 along with the addendums and associated attachments.

THE FOLLOWING IS SCOPE NOT INCLUDED IN THE BASE FEE:

- Off Site Improvements beyond the immediate project boundaries
- Permitting outside the scope defined
- Existing Conditions Survey Outside the Project Limits
- Permitting and Legal Fees
- Printing Outside of what is required as per MSBA Contract
- Extended Time Frames
- Scope outside of the MSBA Contract Terms

SCHEDULE

We will work towards fall 2021 Town Vote along with deadlines and deliverables noted in the RFS.

We look forward to virtually meeting the Committee on Monday, June 22, 2020.

Sincerely,



Perkins and Will

Robert Brown, Principal

Town Administrator

Mr. Dennis Sheehan

Cc: Brooke S. Trivas, Principal, K-12 Practice Leader

Perkins&Will

Memo

Date: 6.22.2020

To: Stoneham High School Building Committee

From: Brooke Trivas

Re: Project Goals

Project Goals: Getting to know the Stoneham Committee and Community.

Help our team get to know you, understand what is meaningful, and learn more about the Stoneham community.

Provide your response to the following questions (storytelling in 30 seconds):

Tell us something about the Stoneham High School or Community only an insider knows?

What is your favorite place to go in the Stoneham?

What are the great things happening at the Stoneham High School that could use a better facility to support it?

What are the three most important things you hope to realize in this project?

Perkins&Will

Meeting Minutes

Date: 6.22.2020 **Authored By:** Perkins and Will

Meeting Details

Meeting Date: 6.22.2020	Project Name: Stoneham HS
Meeting Time: 7:00pm – 8:30 pm	Project Number: TBD
Meeting Location: Virtual – Google Meet	Attendees: PW: Brooke Trivas, Robert Brown, Patrick Cunningham, Patrick Jones, Lizzy Dame, Leo Liu Stoneham Building Committee (refer to SMMA meeting minutes for attendees)
Next Meeting Date: 7.6.2020	Cc: Perkins and Will File

In order to learn about the Stoneham Community, the committees goals and values we asked the below 4 questions to promote conversation.

AGENDA ITEM 5: Project Goals Discussion Notes

Q1: Tell us something about the Stoneham HS and community that only an insider would know.

- Marie – Stoneham HS has a lot of long-standing traditions, the most important one being the Carnival ball (originally held in winter)
- Jeanne – We are a very traditional community, but now we need to be bold and have some progress. I love the sense of community in the HS; we are a small, intimate community. We are bold and don't give up easy.
- Josephine – Close-knit community; if there is something to celebrate, everyone rallies around each other. It's a community that supports each other through the good and the bad
- Raymie – Richard Fitzgibbons was the first casualty of the Vietnam War, and he was a Stoneham grad. His name is now on a memorial out in front of the school. There's a lot of history in this town, and everyone comes together in good and bad times.
- Lisa – Everyone on the committee is very involved in the community (has children here, volunteers, grew up here). We are a very tight knit community
-

Please note: The foregoing constitutes our understanding of matters discussed and conclusions reached. Other participants are requested to review these items and advise the originator in writing of any errors or omissions.

Perkins&Will

Meeting Minutes
Stoneham HS
Meeting Date: 6.22.2020

Q2: What is your favorite place to go in Stoneham?

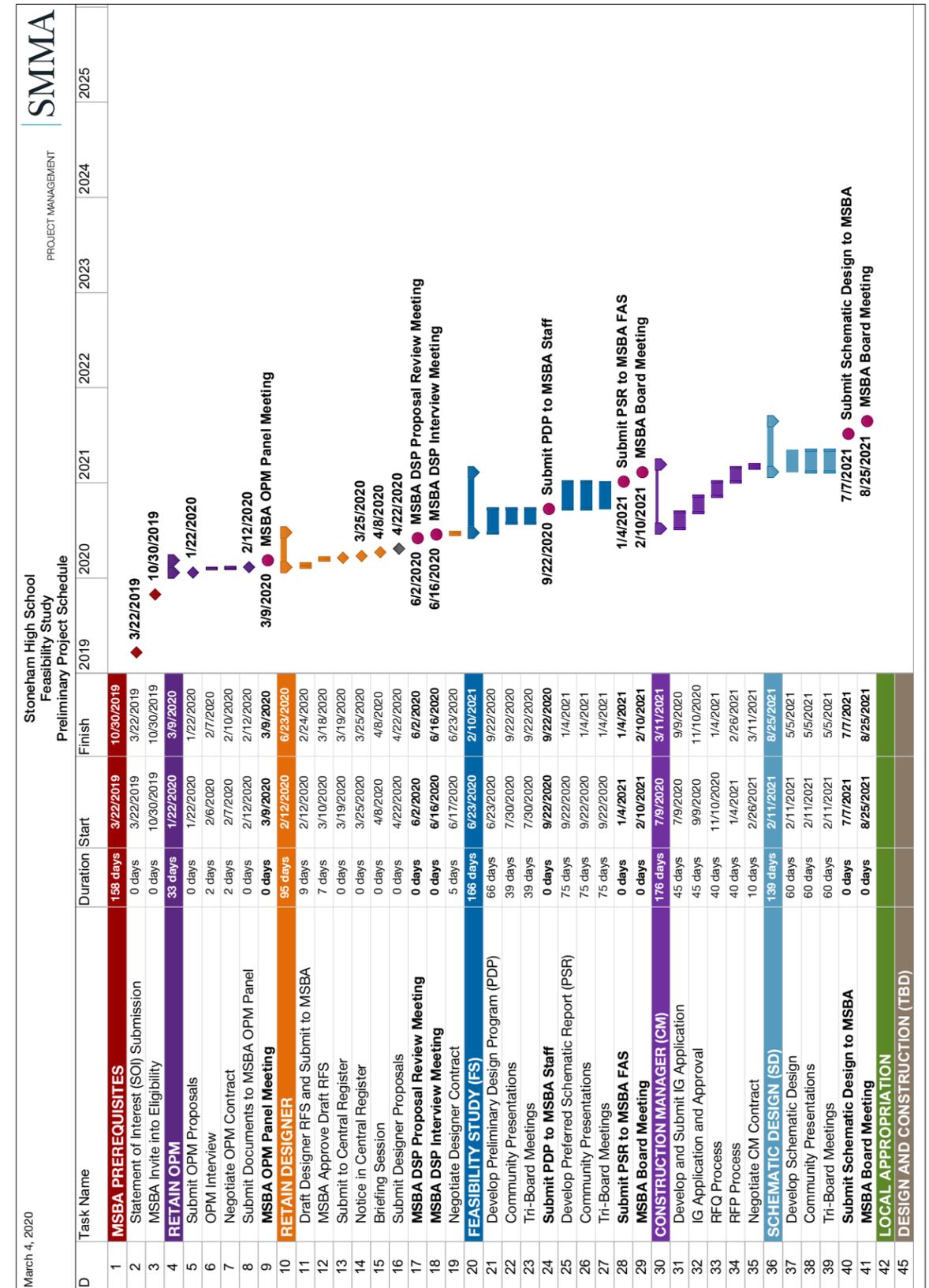
- Jeanne - Whip Hill and Spot Pond – great to relax there
- Lisa - Town Common – where a lot of people gather, from all different parts of the town. Summer concerts are also held here
- Raymie – I love Friday night football games, where the community comes out to support our athletes and cheerleaders
- Sharon – I love coming home to Stoneham. The creativity of our students is exceptional and the current spaces in our high school are simply not conducive to encouraging creativity.
- John Macero – I’ve been in Stoneham for 4 years. Downtown main street is very unique, appealing, and gives a real town feeling
- Steve O’Neill – I like to visit Cerrone Field or Broadway Fields where youth soccer and baseball games happen – If you go on Sunday morning, you can run into friends and fam, and find out what’s going on in town

Q3: What are the great things happening at the Stoneham HS that could use a better facility to support it?

- Sharon – The place that needs the best support in my view is anything in the arts. The creativity of our students is exceptional
- Jeanne – We have a longstanding national history day started by our teachers, where students participate in national competitions where they research Stoneham and create a history museum that is student-run, almost 2 years old There’s WWI, WWII items, things that the students have found or the community has donated
- John – Stoneham is known for the annual history contests, but we don’t have any place to display that work. Would also like to take advantage of outdoor classrooms.
- Bryan Lombardi – (HS Principal) – We need spaces that can be reconfigured for large and small groups for project-based learning. We don’t have many spaces for that, we’re very limited. Another thing is the creativity of our students – we need spaces for them to create, but also with the pandemic, how are we engaging the students with technology both at home and in the classrooms. We are limited in our labs. We want spaces that encourage a healthy lifestyle for non-athletes – where do you do yoga or dancing, not just a weight room? It’s a small school – we need to have a space that continues that community experience while allowing the kids to engage in new ways. We’ve gotten so focused on college prep, many of us have lost sight of the spaces for learning that can be used for students who want to go right into the workforce.
- Raymie – I would love for the school to be a place where adults could continue using, like an adult educ class at night. It would be good to have a building open to more demographics of the community

Q4: What are the three most important things you hope to realize in this project?

- Corey Mashburn – How does the community want to see their school? What are their thoughts? Ask the current middle schoolers and elementary schoolers. This could be a community destination for sports and arts.
- Sharon – I hope we realize a project that will carry the children of the community for the next 50 years but also a building that is flexible enough to grow with (the times), our kids and our community.
- John Macero – I imagine the school as a safe zone, especially for students, where they can be who they are and be respected. I imagine a space where they feel safe and feel proud of.
- Albert Talarico – Versatility, (we have asked students for feedback in our past visioning sessions), stability, flexibility. Also hoping the project will be something the town will be proud of. I really enjoyed seeing your presentations about the opportunities of being on the edge of the Fells and maximizing light.
- Jeanne – I have little grandchildren, so I want a school that will grow into the future, that won’t be stagnant. I want a school that will be that wow factor and also be able to grow and flex. But we also need to be on time and on budget. We were for the MS budget. These things are important to me as a citizen, and we need the wow and the ability to bring us forward into the future.



March 4, 2020

SMMA PROJECT MANAGEMENT

2019 2020 2021 2022 2023 2024 2025

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
SITE DEVELOPMENT REQUIREMENTS	3.1.5
EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
INITIAL SPACE SUMMARY	3.1.3
EDUCATIONAL PROGRAM	3.1.2
INTRODUCTION	3.1.1
TABLE OF CONTENTS	

STONEHAM HIGH SCHOOL FEASIBILITY STUDY SCHOOL BUILDING COMMITTEE	
MEETINGS SCHEDULE AND AGENDAS <i>June 10, 2020</i>	
DATE	AGENDA
<i>Feasibility Study Phase (PDP)</i>	
June 22, 2020	SCHOOL BUILDING COMMITTEE MEETING Introduction of Architects Approval of Architect's Proposal Discussion of Project Goals Discussion of Detailed Schedule
July 6, 2020	SCHOOL BUILDING COMMITTEE MEETING Discussion of Educational Programming Process Discussion of Existing Conditions Discussion of Alternative Sites
July 20, 2020	SCHOOL BUILDING COMMITTEE MEETING Existing Conditions Update Discussion of Sustainable Design
WEEK OF JULY 20, 2020	EDUCATIONAL VISIONING WORKSHOPS
WEEK OF JULY 27, 2020	EDUCATIONAL VISIONING WORKSHOPS
date	COMMUNITY FORUM NO. 1 - INTRODUCTIONS, STUDY SCHEDULE, EXISTING CONDITIONS
August 3, 2020	SCHOOL BUILDING COMMITTEE MEETING Educational Programing Update Existing Conditions Update Sustainable Design Update Discussion of Design Alternatives
date	COMMUNITY FORUM NO. 2 - EDUCATIONAL PROGRAM, DESIGN ALTERNATIVES
August 17, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Discussion of Cost Models Discussion of Construction Delivery Methods
August 31, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Cost Models Update
date	COMMUNITY FORUM NO. 3 - DESIGN ALTERNATIVES, COST MODELS
September 14, 2020	SCHOOL BUILDING COMMITTEE MEETING Review Refined Design Alternatives and Phasing Review Cost Models Vote to Submit PDP and Top 3 Alternatives
September 22, 2020	SUBMIT PDP PACKAGE TO MSBA
	ADDITIONAL MEETINGS TO BE SCHEDULED

Press Release

STONEHAM SCHOOL BUILDING COMMITTEE HIRES BOSTON-BASED PERKINS AND WILL

Stoneham, MA – The Stoneham School Building Committee (SSBC) is excited to announce that Perkins and Will, a global architecture and design firm with a local studio in downtown Boston, has been hired as the next step in the Stoneham High School project. Leaders in designing award winning, inspirational and forward-thinking school projects throughout the Commonwealth, Perkins and Will was one of three finalists selected from a field of fourteen (14) design firms which submitted proposals for the Stoneham High School Project.

The SSBC continues to work on developing options for Stoneham High School’s future. Since the Town’s approval of the Feasibility Study funding in May, 2019, the Committee has been working closely with the Massachusetts School Building Authority (MSBA), the state agency that oversees all school construction.

In December, 2019, the MSBA, which will provide Stoneham a grant of up to 52.06% of the Feasibility Study costs, invited Stoneham into the grant program to develop a cost effective, sustainable and educationally appropriate solution to the aging Stoneham High School.

In April 2020, the SSBC hired Symmes Maini & McKee Associates (SMMA) of Cambridge, MA to manage the Feasibility Study process, serving as the Owner’s Project Manager. As work continues, the Committee, assisted by SMMA and Perkins and Will, will investigate renovation, renovation and addition, and new construction options.

The SSBC met recently in a video conference and received updates on the next steps, which include the commencement of the educational visioning process. Video of the meeting can be viewed at the Stoneham TV On Demand (<https://www.stonehamtv.org/ondemand> and search for School Building Committee Remote Meeting from Monday, June 22, 2020). The video can also be viewed here - <https://youtu.be/msdVAb8eT18> .

Please visit us at <http://www.stoneham-ma.gov/627/School-Building-Committee> for additional information.

COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Massachusetts School Building Authority

Stoneham High School



Perkins&Will

Developing a Program That Works Best For You

Let the Journey of Discovery begin! 

WEEK 1	Exterior Space Wishes	Thought Leadership	Planning Principles	Critical Adjacencies
WEEK 2	Aspirational Spaces	Learning from Research	Equipment Strategies	Learning from the Families

Perkins&Will

Question — Engaging the Community

How will you engage the community to understand the character of the District during COVID times?

Perkins&Will

Question — Site and Building Design

Describe your approach to building siting, traffic, landscaping, and circulation. How does it take advantage of environmental influences?

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PRELIMINARY EVALUATION OF OPTIONS 3.1.6

COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

How Will Stoneham's Unique Context Inform Design?

A THE SITE SITS ON THE THRESHOLD OF A REGIONAL NATURAL RESOURCE

B THE HIGH SCHOOL GROUNDS ARE ONE OF THE FEW RECREATIONAL SPACES IN THE DENSE SUBURBAN CONTEXT, MAKING IT A HIGHLY USED COMMUNITY SPACE

C SEATED ON THE HIGHLY CONNECTIVE FRANKLIN ST ARTERIAL, THE PROJECT WILL NEED TO CAREFULLY CONSIDER TRAFFIC MITIGATION STRATEGIES IN THE AGE OF OPEN DATE WAY FINDING APPLICATIONS

Perkins&Will

6

Together, we will discover what works best for the Stoneham community.

How Will Stoneham's Unique Context Inform Design?

A The northern drive puts the current building's entry and drop-off in both shade and wind during the coldest months. This and classroom daylighting could be considerably improved.

B Site storm water strategies should be carefully considered:
 - North drainage flows towards city infrastructure
 - South drainage flows towards the Fells

C The siting of future growth or new construction should carefully consider the impact on surrounding residences and natural areas.

Perkins&Will

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INITIAL SPACE SUMMARY 3.1.3

EVALUATION OF EXISTING CONDITIONS / BUILDING 3.1.4

SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6



Project Management | SMMA

Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 7/6/2020
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Remote Locations Meeting No: 4
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
	Marie Christie	Co-Chair, School Building Committee Member	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Select Board Member	Voting Member
✓	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
	Lauren Celi	Local Budget Official	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Joel Seeley	SMMA	

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Project: Stoneham High School Feasibility Study
 Meeting Date: 7/6/20
 Meeting No.: 4
 Page No.: 2

Item #	Action	Discussion
4.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
4.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
4.3	Record	A motion was made by R. Parker and seconded by J. Craigie to approve the 6/22/20 School Building Committee meeting minutes. No discussion, motion passed unanimous by roll call vote.
4.4	J. Seeley	<p>J. Seeley reviewed FSA Budget Revision Request No. 1, dated 7/6/20, attached, adjusting the budget line items of the executed FSA to align with the final negotiated fee amounts for the Designer and OPM, with the balances re-allocated to the Environmental/Site and Other (Owner's Contingency) budget line items.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> D. Bois asked if the budget for environmental and site consultancies includes building hazardous materials inspection? <i>J. Seeley indicated yes, the budget for environmental and site consultancies includes building hazardous materials inspection.</i> N. Nial indicated Jaime Wallace is the chair of the School Committee. <i>J. Seeley to correct and re-issue the form for signature.</i> <p>A motion was made by J. Craigie and seconded by L. Gallagher to approve FSA Budget Revision Request No. 1, dated 7/6/20 and recommend signature by J. Sheehan, J. Macero and J. Wallace. No discussion, motion passed unanimous by roll call vote.</p>
4.5	J. Seeley	<p>J. Seeley reviewed Warrant No. 1, attached.</p> <p>A motion was made by J. Craigie and seconded by R. Parker to approve Warrant No. 1. No discussion, motion passed unanimous by roll call vote.</p> <p>J. Seeley to forward Warrant No. 1 to D. Bois for signature.</p>
4.6	J. Seeley B. Trivas	J. Seeley and B. Trivas to compile the MSBA Standard Contract for Designer Services and submit to D. Sheehan for execution. <i>(Item from prior meeting)</i>
4.7	J. Seeley D. Sheehan	D. Sheehan and J. Seeley to further research the Unicorn Golf Course site with respect to federal or state development restrictions and/or recorded constructability issues. <i>(Item from prior meeting)</i>
4.8	Record	B. Lombardi sent the High School Vision Committee List to the Committee, attached.
4.9	B. Trivas	B. Trivas reviewed the Visioning Outline, attached, defining the agenda for each of the eight Visioning Sessions, the participants and visioning goals. The sessions will be

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Project: Stoneham High School Feasibility Study
 Meeting Date: 7/6/20
 Meeting No.: 4
 Page No.: 3

Item #	Action	Discussion
		<p>held virtually Monday, Tuesday, Thursday and Friday, from 9:00am to 10:30am, during the weeks of 7/20/20 and 7/27/20 via Zoom.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> R. Parker asked if the sessions will be recorded? <i>B. Trivas indicated yes, each Zoom session will be recorded and uploaded to the project website.</i> D. Gove asked if the intent is for each SBC member to attend all sessions? <i>B. Trivas indicated no, each member should attend as their schedules permit.</i> R. Parker asked if the intent is for the community to attend the sessions? <i>B. Trivas indicated no, select community members should be invited to attend. The maximum attendance at any session should be approximately 50-60 attendees.</i> J. Craigie volunteered to assist in assembling a list of suggested community members to invite. J. Macero will send out a Google.Doc to the Committee to add their recommendations. B. Trivas will provide an invitation and agenda card to be sent to each of the invitees. Each participant should also review the MSBA Design Summit Reimagine America's Schools documents from May 2019, prior to the first visioning session. S. Iovanni asked if a survey will also be sent to the community for feedback? <i>B. Trivas indicated yes a survey could be sent to the community in conjunction with the visioning sessions and will develop an outline for review.</i>
4.10	B. Trivas	B. Trivas indicated the existing conditions analysis is underway and that team members will be investigating the school on 7/8/20. The traffic assessment included with the Designer RFP documents will be utilized for now until traffic normalizes and a current assessment can be performed.
4.11	J. Seeley	J. Seeley reviewed the Feasibility Study Budget Status Report, attached. J. Seeley to provide a budget and schedule status update on a monthly basis.
4.12	Record	D. Sheehan, B. Trivas and J. Seeley reviewed which remote meeting software to use for SBC meetings: GoToMeeting, GoogleMeet, Teams, or Zoom. It was decided to remain with GoogleMeet for all future Committee meetings.
4.13	Record	<p>Subcommittee Updates</p> <p>Public Relations Subcommittee</p> <ol style="list-style-type: none"> J. Seeley reviewed the updates to the Project Website www.stoneham-ma.gov/hsbc

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Project: Stoneham High School Feasibility Study
 Meeting Date: 7/6/20
 Meeting No.: 4
 Page No.: 4



PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 7/6/2020
 Time: 7:00pm
 Meeting No: 4

Item #	Action	Discussion
4.14	Record	Committee Questions – none
4.15	Record	Old or New Business - none
4.16	Record	Public Comment - none
4.17	Record	Next SBC Meeting: July 20, 2020 at 7:00 pm.
4.18	Record	A Motion was made by L. Gallagher and seconded by J. Craigie to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, FSA Budget Revision Request No. 1, Warrant No. 1, High School Vision Committee List, Visioning Outline, Feasibility Study Budget Status Report

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
Attended Remotely	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
Attended Remotely	Jeanne Craigie	lcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
	Lauren Celi	lceli@stonehamschools.org	Local budget official
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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JGS/sat/P:\2020\20033\04-MEETINGS\4.3 Mtg_Notes\School Building Committee\2020\4-2020_6July\Schoolbuildingcommitteemeeting_6July2020_DRAFT.Docx

Agenda

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Re:	School Building Committee Meeting	Meeting Date:	7/6/2020
Prepared by:	Joel Seeley	Meeting Time:	7:00 PM
Location:	Remote Locations		
Distribution:	Attendees (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Review Draft Visioning Process Outline
5. Review Existing Conditions Update
6. Discussion of Alternative Sites
7. Subcommittee Updates
8. Schedule and Budget Update
9. Virtual Meeting Software
10. New or Old Business
11. Committee Questions
12. Public Comments
13. Next Meeting: July 20, 2020
14. Adjourn

Join with Google Meet

meet.google.com/rzy-aqpz-bko

Join by phone

[+1 470-228-6475](tel:+14702286475) (PIN: 256683757)

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TO: Director of Capital Planning

FROM: Mr. John Macero

Stoneham Public Schools

Stoneham High School

MSBA Project ID Number: 201802840505

DATE: July 6, 2020

RE: Feasibility Study Agreement (FSA) Budget Revision Request, NUMBER: 1

Pursuant to the Feasibility Study Agreement between the Town of Stoneham (the "District") and the MASSACHUSETTS SCHOOL BUILDING AUTHORITY (the "Authority"), the District hereby requests a revision to the Feasibility Study Budget, Exhibit A, dated February 25, 2020, for the Stoneham High School Project. As required, the District has provided the information outlined in the table below to indicate the Feasibility Study Budget categories (line items) affected, the amounts needed and the reasons for the proposed revision.

The District acknowledges and agrees that it will not seek reimbursement from the Authority for any costs that exceed the already approved line item limits set forth in Exhibit A until after the Authority has accepted this Feasibility Study Budget Revision Request, and the Authority's ProPay system has been adjusted accordingly.

The District further acknowledges and agrees that in accordance with Section 3.3 of the Feasibility Study Agreement, any revisions to the Feasibility Study Budget will not result in an increase to the grant amount set forth in Section 2.1 of the Feasibility Study Agreement.

The District further acknowledges and agrees that the need for these revisions to the Feasibility Study Budget will be identified in the OPM monthly report as required pursuant to the Contract for Owner's Project Management Services between the District and the OPM.

The District further acknowledges and agrees that all of the information contained in this Feasibility Study Agreement Budget Revision Request has been reviewed and approved by the Town of Stoneham's School Building Committee, and it further certifies and acknowledges that the funds to pay for the costs associated with these proposed revisions are available as indicated by the signatures noted below.

The Total Budget in the Current Feasibility Study Budget, Exhibit A of the FSA dated February 25, 2020 is \$750,000.00.

From Class' Code	From Classification Name	To Class' Code	To Classification Name	Budget Revision Amount	Reason for transfer (Attach all supporting documentation, e.g., executed contracts, amendments and or supporting invoices for reimbursable expenses)	Amount Remaining in Other	Ineligible/Cost/Scope Items excluded from the Total Facilities Grant
0001-0000	OPM Feasibility Study/ Schematic Design	0004-0000	Other	\$2,500.00	Final Negotiated Fee	\$40,000.00	
0001-0000	OPM Feasibility Study/ Schematic Design	0003-0000	Environmental & Site	\$55,000.00	Final Negotiated Fee	\$40,000.00	

PRELIMINARY EVALUATION OF OPTIONS	3.1.6	SITE DEVELOPMENT REQUIREMENTS	3.1.5	EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4	INITIAL SPACE SUMMARY	3.1.3	EDUCATIONAL PROGRAM	3.1.2	INTRODUCTION	3.1.1	TABLE OF CONTENTS
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From Class' Code 0002-0000	From Classification Name A/E Feasibility Study/Schematic Design	To Class' Code 0003-0000	To Classification Name Environmental & Site	Budget Revision Amount \$45,000.00	Reason for transfer (Attach all supporting documentation, e.g., executed contracts, amendments and or supporting invoices for reimbursable expenses) Final Negotiated Fee	Amount Remaining in Other \$40,000.00	Ineligible/Cost/Scope Items excluded from the Total Facilities Grant
--------------------------------------	---	------------------------------------	---	--	---	---	---

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.

By: Dennis Sheehan

By: John Macero

By: Nicole Nial

Title: Chief Executive Officer

Title: Superintendent of Schools

Title: Chair of the School Committee

Date: July 6, 2020

Date: July 6, 2020

Date: July 6, 2020

MASSACHUSETTS SCHOOL BUILDING AUTHORITY

By:

Title: Director of Capital Planning

Date:

P:\2020\2003\00-INFO\Budget Revision Requests\FSA Budget Revision Request No. 1\FSA_BRR_Rev-Dec-2011_No.1.doc

Page 2 of 2

Stoneham High School Feasibility Study
Feasibility Study Budget Re-Allocation
5/22/2020



	Feasibility Study Agreement Budget	Re-Allocation	Adjusted Budget
OPM Fee	\$187,500	(\$57,500)	\$130,000
Designer Fee	\$465,000	(\$45,000)	\$420,000
Environmental and Site Testing	\$60,000	\$100,000	\$160,000
Other	\$37,500	\$2,500	\$40,000
	\$750,000	\$0	\$750,000

PRELIMINARY EVALUATION OF OPTIONS	3.1.6	EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4	INITIAL SPACE SUMMARY	3.1.3	EDUCATIONAL PROGRAM	3.1.2	INTRODUCTION	3.1.1	TABLE OF CONTENTS
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Warrant No. 1

Project: Stoneham High School, Stoneham, Massachusetts Project No.: 20033
 Prepared by: Joel G. Seeley, AIA Date: 7/6/2020

School Building Committee for the Stoneham High School hereby authorizes to draw against funds for the obligations incurred for value received in services and for materials shown below:

Vendor	Invoice No.	Invoice Date	Invoice Amount	ProPay Code	Balance After Invoice
SMMA	53146	06/30/2020	\$ 7,000.00	0001-0000	\$ 123,000.00
SMMA	53146	06/30/2020	\$ 230.81	0004-0000	\$ 39,769.19
Total			\$ 7,230.81		

Marie Christie

David Bois

Nicole Nial

Raymie Parker

Albert Talarico

Douglas Gove

Stephen O'Neill

Josephine Thomson

Jeanne Craigie

Lisa Gallagher

Sharon Iovanni

Cory Mashburn

Paul Ryder

David Pignone

Approved on _____

1000 Massachusetts Avenue
Cambridge, MA 02138
617.547.5400

www.smma.com

p:\2017\17050\00-info\0.8 warrant\30_11may2020\warrant no. 30.docx

Mr. Dennis Sheehan
Town Administrator
Town Administrator, Town of Stoneham
35 Central St
Stoneham, MA 02180

June 30, 2020
Project No: 20033.00
Invoice No: 0053146

Project 20033.00 Stoneham High School OPM Services
Professional Services from March 9, 2020 to June 26, 2020
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Study	56,000.00	12.50	7,000.00	0.00	7,000.00
Schematic Design	49,000.00	0.00	0.00	0.00	0.00
Total Fee	105,000.00		7,000.00	0.00	7,000.00
Total Fee					7,000.00

Reimbursable Expenses

Ad Fee - Stoneham Independent - Request for Designer Services	230.81	
Total Reimbursables	230.81	230.81
Total this Invoice		\$7,230.81

Billings to Date

	Current	Prior	Total
Fee	7,000.00	0.00	7,000.00
Expense	230.81	0.00	230.81
Totals	7,230.81	0.00	7,230.81

Authorized By: Joel Seeley

1000 Massachusetts Avenue
Cambridge, MA 02138

275 Promenade Street, Suite 275
Providence, RI 02908

617.547.5400
www.smma.com

Stoneham Independent

1 Arrow Drive
Woburn, MA 01801
(781) 438-1640

1) Billing Period 4/1-4/30/20		3) Advertiser/Client Name SYMMES MAINI & MCKEE	
13) Total Amount Due 209.83		9) Terms of Payment	
21) Current Net Amount Due 209.83		22) 30 Days 0.00	Over 90 Days 0.00
4) Page Number 1	5) Billing Date 04/30/20	6) United Account Number 2655	7) Advertiser/Client Number 2655

Advertising Invoice and Statement

8) Billed Account Name and Address SYMMES MAINI & MCKEE SARAH A. TRANIRILLO 1000 MASSACHUSETTS AVENUE CAMBRIDGE, MA 02138	9) Remittance Address STONEHAM INDEPENDENT 1 ARROW DRIVE WOBBURN, MA 01801
---	--

10) Date	11) Newspaper Reference	12) Description-Other Comments/Changes	13) SAU Size Billed Units	14) Times Run Rate	15) Gross Amount	16) Net Amount
04/01	16 SI	PREVIOUS BALANCE SHS FEASIBILITY STUD	1x10.90 10.90	1 19.250	209.83	209.83

Statement of Account - Aging of Past Due Amounts

21) Current Net Amount Due 209.83	22) 30 Days 0.00	50 Days 0.00	Over 90 Days 0.00	Unapplied Amount	23) Total Amount Due 209.83
--------------------------------------	---------------------	-----------------	----------------------	------------------	--------------------------------

Stoneham Independent

1 Arrow Drive
Woburn, MA 01801
(781) 438-1640

Arrows in 30 days of 2.1% after 1-1.5% per month service charge ANNUAL RATE 18%

* Unapplied amounts are included in Total Amount Due

24) Invoice Number 13977	25) Billing Period 4/1-4/30/20	6) United Account Number 2655	7) Advertiser/Client Number 2655	8) Advertiser/Client Name SYMMES MAINI & MCKEE
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Stoneham High School Visioning Outline

2020_0702

When: Week One: July 20 M, 21 T, 23 TH, 24 F/ **Week Two:** 27 M, 28 T, 30 TH, 31 F

Times: 9:00am – 10:30 am

How: Zoom/ Virtual

Participants:

- Stoneham School Building Committee
- Educational Sub-Committee
- Stoneham High School Vision Committee (Teachers & Students)
- School Committee
- Community Partners
- Parents
- Administration

Visioning Goals:

- Bring the “Stoneham Community” along the journey
- Hearing everyone’s voice
- Solidify the educational vision/program
- Learn about everyone’s aspirations
- Inspire the Stoneham Community

Visioning Sessions

01 Welcome/ Where we have been and where are we going?

- Welcome
- Review ReIMAGINE work
- Where we are headed?
- Schedule/goals
- Desired outcomes
- Rules of Engagement

02 Future Ready/ Frank Locker/ Brooke Trivas

- Welcome
- Story Telling
- Changing world economy and workplace expectations
- Research on learning
- 21st century learning
- Next practices in education
- Supporting teachers’ work
- Trends in school organization and facility planning
- Benchmarking SHS educational practices
- Aspirational Space talk
- Homework / Virtual Scavenger Hunt

Stoneham High School Visioning Outline

2020_0702

- 03 Ranking Planning Concepts**
 - Welcome
 - Live Ranking of Planning Concepts /Word Cloud
 - Homework / Adjacency Diagrams-** Show Reimagine Diagram
- 04 Welcome/ Learning about Exterior Space Needs**
 - Welcome
 - Storytelling
 - Live Survey: Menti.com
- 05 Critical Adjacencies**
 - Welcome
 - Storytelling
 - Report Back on Critical Adjacency Homework
- 06 Learning from Subject Matter Experts: Ted Talks**
 - Welcome
 - Sports and Recreation Expert
 - Science and Technology Expert
 - Higher Education Expert
 - Branding
 - Community Partners/Internships
 - Q+A Panel Discussion
- 07 Sustainability- what is Net Zero, Carbon Neutral**
 - Welcome
 - Story Telling
 - Learning about Sustainability
 - Menti Survey
 - Discussion
- 08 Hearing from the Community**
 - Welcome
 - Storytelling
 - Review responses to Online Survey Questions
 - MENTI Survey from Community, Students, Parents
 - Open discussion: asperations, wishes and thoughts
 - Press Release: Virtual Group response
 - Closing Remarks

Stoneham High School Feasibility Study
Stoneham, Massachusetts

06/30/2020

FEASIBILITY STUDY BUDGET STATUS REPORT

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Comtd to Date	Budget Balance	Actual Spent to Date	% Spent to Date	Projected Expenditure/ Commitments	Balance to Spend
	FEASIBILITY STUDY AGREEMENT										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 187,500.00	\$ (57,500.00)	\$ 130,000.00	\$ 130,000.00	100%	\$ -	\$ -	0%	\$ 130,000.00	\$ 130,000.00
0002-0000	A/E Feasibility Study/Schematic Design	\$ 465,000.00	\$ (45,000.00)	\$ 420,000.00	\$ 420,000.00	100%	\$ -	\$ -	0%	\$ 420,000.00	\$ 420,000.00
0003-0000	Environmental & Site	\$ 60,000.00	\$ 100,000.00	\$ 160,000.00	\$ -	0%	\$ 160,000.00	\$ -	#DIV/0!	\$ -	\$ 160,000.00
0004-0000	Other	\$ 37,500.00	\$ 2,500.00	\$ 40,000.00	\$ -	0%	\$ 40,000.00	\$ -	#DIV/0!	\$ -	\$ 40,000.00
	SUBTOTAL	\$ 750,000.00	\$ -	\$ 750,000.00	\$ 550,000.00		\$ 200,000.00	\$ -	0%	\$ 550,000.00	\$ 750,000.00

** Committed from Other

\$ -

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
SITE DEVELOPMENT REQUIREMENTS	3.1.5
EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
INITIAL SPACE SUMMARY	3.1.3
EDUCATIONAL PROGRAM	3.1.2
INTRODUCTION	3.1.1
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Stoneham High School Vision Committee

1. Bryan Lombardi / Principal
2. Rebekah Brooks / English
3. Sarah Fitzpatrick / English
4. Mary Haight / Science
5. Angela Billings / Math
6. Alison Connelly / Library
7. Kim O'Connor / Unified Arts
8. Jenn Christopher / World Language
9. Jon Pohorilak / Social Studies
10. Celeste Vaughn / School Counselor
11. Daniele Catalano / Art & Music
12. Sara Swett / PE
13. Sean Perry / Theatre
14. Dave Pignone / Athletics
15. Student Grade 9 / Maya Ibrahim
16. Student Grade 10 / Maria LaTerza
17. Student Grade 11 /John Pagliarulo

Project Management



Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 7/20/2020
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Remote Locations Meeting No: 5
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Chair Select Board	Voting Member
	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Patrick Cunningham	Perkins and Will	
✓	Joel Seeley	SMMA	

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 Cambridge, MA 02138
 617.547.5400

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Project: Stoneham High School Feasibility Study
 Meeting Date: 7/20/20
 Meeting No.: 5
 Page No.: 2

Item #	Action	Discussion
5.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
5.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
5.3	Record	A motion was made by R. Parker and seconded by L. Gallagher to approve the 7/6/20 School Building Committee meeting minutes. No discussion, motion passed by roll call vote, eleven in favor and one abstention.
5.4	Record	J. Seeley reviewed the Feasibility Study Budget Status Report, attached.
5.5	Record	MSBA Standard Contract for Designer Services has been executed by Perkins and Will and D. Sheehan and submitted to MSBA.
5.6	Record	B. Trivas provided an overview of the Visioning Sessions Agendas, attached and a summary of Visioning Session No. 1, held on 7/20/20. Committee Discussion: <ol style="list-style-type: none"> J. Macero thanked the Committee for their suggested community participants, totaling over 90 invitees. B. Trivas indicated a recording of the session and all documents are posted on http://envisionshs.squarespace.com J. Seeley indicated the Visioning Sessions are also posted on the Stoneham School Building Committee's website https://www.stoneham-ma.gov/hsbc
5.7	B. Trivas	B. Trivas indicated the existing conditions analysis is well underway, all consultants have visited the site, including the code consultant. The hazardous materials, geo-technical and surveying teams are anticipated to commence their work within the next one to two weeks. A draft existing conditions analysis report is anticipated to be issued within the next two to three weeks.
5.8	B. Trivas J. Seeley	B. Trivas provided an overview of the Sustainable Design Visioning session and stressed the importance of having committee and community buy-in on the sustainable design direction, which has the potential to be a significant aspect of the project scope and cost. Committee Discussion: <ol style="list-style-type: none"> R. Parker indicated there was a preliminary meeting with Erin Wortman, Director of Planning and Community Development, Eversource and some members of the Committee to discuss sustainable design, early in the process. <i>B. Trivas and J. Seeley to follow-up with R. Parker.</i>

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 Cambridge, MA 02138
 617.547.5400

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Project: Stoneham High School Feasibility Study
 Meeting Date: 7/20/20
 Meeting No.: 5
 Page No.: 3

Item #	Action	Discussion
		2. D. Bois indicated a community member had expressed interest in sustainable design at a prior Committee meeting and should be invited to the Visioning Session. <i>B. Trivas and J. Seeley will follow-up with D. Bois.</i>
5.9	Record	J. Seeley presented and reviewed a Memorandum on the Unicorn Golf Course site, attached, summarizing the conference call with Town Counsel, D. Sheehan and J. Seeley, held on 7/7/20. The Unicorn Golf Course site is subject to Article 97 restrictions. J. Seeley indicated the Article 97 process could add a year to the study. Committee Discussion: <ol style="list-style-type: none"> D. Bois indicated the MSBA does not require alternate sites to be included in the Feasibility Study. <p>A motion was made by S. Iovanni and seconded by R. Parker that, based on the Committee's review of the Listing of Potential Alternative Sites, as excerpted from the 2018 Stoneham Open Space and Recreation Plan, the existing High School Site is the only viable site for the project. No discussion, motion passed unanimous by roll call vote</p>
5.10	S. Iovanni J. Seeley	Subcommittee Updates Public Relations Subcommittee <ol style="list-style-type: none"> J. Seeley presented and reviewed the Draft FAQ, attached, to be posted on the SSBC Project Website. <i>Committee members to email comments to S. Iovanni and J. Seeley, who will finalize and post on the SSBC Project Website.</i> S. Iovanni and J. Seeley to draft a Press Release on the findings of the Visioning Sessions upon completion. S. Iovanni and J. Seeley to coordinate the dates for two Community Forums, to be held virtually, prior to the submission of the PDP to MSBA.
5.11	Record	Committee Questions – none
5.12	Record	Old or New Business <ol style="list-style-type: none"> J. Seeley presented and reviewed the MSBA Project Kick-Off Meeting Minutes, dated 7/15/20, attached.
5.13	Record	Public Comment - none
5.14	Record	Next SBC Meeting: August 3, 2020 at 7:00 pm.
5.15	Record	A Motion was made by R. Parker and seconded by J. Thomson to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

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 Cambridge, MA 02138
 617.547.5400

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Project: Stoneham High School Feasibility Study
 Meeting Date: 7/20/20
 Meeting No.: 5
 Page No.: 4

Attachments: Agenda, Feasibility Study Budget Status Report, Visioning Sessions Agendas, Memorandum on the Unicorn Golf Course site, Draft FAQ, MSBA Project Kick-Off Meeting Minutes

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes



PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 7/20/2020
 Time: 7:00pm
 Meeting No: 5

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Patrick Cunningham	Patrick.cunningham@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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 Cambridge, MA 02138
 617.547.5400

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 Cambridge, MA 02138
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Project Management | SMMA

Agenda

Project: Stoneham High School Feasibility Study Project No.: 20033
 Re: School Building Committee Meeting Meeting Date: 7/20/2020
 Prepared by: Joel Seeley Meeting Time: 7:00 PM
 Location: Remote Locations
 Distribution: Attendees (MF)

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Schedule and Budget Update
5. Initial Visioning Session Feedback
6. Existing Conditions Update
7. Discussion of Sustainable Design
8. Discussion of Alternative Sites
9. Discuss Community Forum Planning
10. Subcommittee Updates
11. New or Old Business
12. Committee Questions
13. Public Comments
14. Next Meeting: August 3, 2020
15. Adjourn

Join with Google Meet
<https://meet.google.com/ixu-obzi-gsx>

Join By Phone
[+1 507-881-3029](tel:+15078813029) (PIN: 706112238)

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07/30/2020

Stoneham High School Feasibility Study
 Stoneham, Massachusetts

FEASIBILITY STUDY BUDGET STATUS REPORT

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Committed to Date	Budget Balance	Actual Spent to Date	% Spent to Date	Projected Expenditure/Commitments	Balance to Spend
FEASIBILITY STUDY AGREEMENT											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 187,500.00	\$ (57,500.00)	\$ 130,000.00	\$ 130,000.00	100%	\$ -	\$ 7,000.00	5%	\$ 123,000.00	\$ 123,000.00
0002-0000	A/E Feasibility Study/Schematic Design	\$ 465,000.00	\$ (45,000.00)	\$ 420,000.00	\$ 420,000.00	100%	\$ -	\$ -	0%	\$ 420,000.00	\$ 420,000.00
0003-0000	Environmental & Site	\$ 60,000.00	\$ 100,000.00	\$ 160,000.00	\$ -	0%	\$ 160,000.00	\$ -	#DIV/0!	\$ -	\$ 160,000.00
0004-0000	Other	\$ 37,500.00	\$ 2,500.00	\$ 40,000.00	\$ 230.81	1%	\$ 39,769.19	\$ 230.81	100%	\$ -	\$ 39,769.19
	SUBTOTAL	\$ 750,000.00	\$ -	\$ 750,000.00	\$ 560,230.81		\$ 189,769.19	\$ 7,230.81	1%	\$ 543,000.00	\$ 742,769.19

*- Committed from Other
 Stoneham Independent

\$ 230.81

\$ 230.81

PROJECT MANAGEMENT

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
SITE DEVELOPMENT REQUIREMENTS	3.1.5
EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
INITIAL SPACE SUMMARY	3.1.3
EDUCATIONAL PROGRAM	3.1.2
INTRODUCTION	3.1.1
TABLE OF CONTENTS	

COMMUNITY MEETING PRESENTATION

Purpose

To virtually bring together a group of important Stoneham High School stakeholders to use innovation and future thinking to explore, discuss and influence the best possible solutions for an extraordinary new facility.

We're going to do this together over eight days and it will make a real difference in our building and have a positive impact on teaching and learning!

Virtual Visioning for Stoneham High School

Perkins&Will website: envisionshs.squarespace.com (pw: Spartan) email: envisionstoneham@gmail.com 9:00 - 10:30 am July 20 - 31, 2020 Online

COMMUNITY MEETING PRESENTATION

Outcome

What are the guiding principles that drive design thinking?

What are the essential characteristics of a "new" Stoneham High School?

What are the new behaviors that spaces will support?

What are the types of spaces that will support learning?

DAY 1 7.20 Welcome / Where Have We Been and Where Are We Going?

DAY 2 7.21 Future Ready

DAY 3 7.23 Ranking Planning Ideas

DAY 4 7.24 Learning about Exterior Space Wishes

DAY 5 7.27 Critical Adjacencies

DAY 6 7.28 Learning from Subject Matter Experts: Ted Talks

DAY 7 7.30 Sustainability / Net Zero Energy / Carbon Neutral

DAY 8 7.31 Hearing from the Community

ENVISION STONEHAM HIGH

	M	T	W	T	F
Week 1	7.20	7.21	-	7.23	7.24
Week 2	7.27	7.28	-	7.30	7.31

Perkins&Will website: envisionshs.squarespace.com (pw: Spartan) email: envisionstoneham@gmail.com 9:00 - 10:30 am July 20 - 31, 2020 Online

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INTRODUCTION 3.1.1

EDUCATIONAL PROGRAM 3.1.2

INITIAL SPACE SUMMARY 3.1.3

EVALUATION OF EXISTING CONDITIONS / BUILDING 3.1.4

SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6

Symmes Maini & McKee Associates
PROJECT MANAGEMENT



To: School Building Committee Date: 7/7/2020
 From: Joel Seeley Project No.: 20033
 Project: Stoneham High School Feasibility Study
 Re: Unicorn Golf Course Property
 Distribution: School Building Committee (MF)

Memorandum

Per the conference call between D. Sheehan, J. Seeley and Jonathan Witten, Town Counsel, held on 7/7/20, the Unicorn Golf Course property is subject to Article 97 restrictions.

The attached EOEa Article 97 Land Disposition Policy, dated 2/19/98 is summarized below. The following actions are required by a municipality to comply with the policy when disposing Article 97 land:

1. Unanimous vote by Conservation Commission
2. Unanimous vote by Town Park Commission responsible for Parkland
3. Two-Thirds vote by Town Meeting
4. File ENF to MEPA
5. File EIR to MEPA, if required
6. Two-Thirds Vote of Legislature

JGS/sat /P:\2020\20033\03-DESIGN\Alternative Sites\M_SBC_Article97.Docx

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COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF ENVIRONMENTAL AFFAIRS

**EOEA ARTICLE 97 LAND DISPOSITION POLICY
FEBRUARY 19, 1998**

I. Statement of Policy

It is the policy of EOEa and its agencies to protect, preserve and enhance all open space areas covered by Article 97 of the Article of Amendment to the Constitution of the Commonwealth of Massachusetts. Accordingly, as a general rule, EOEa and its agencies shall not sell, transfer, lease, relinquish, release, alienate, or change the control or use of any right or interest of the Commonwealth in and to Article 97 land. The goal of this policy is to ensure no net loss of Article 97 lands under the ownership and control of the Commonwealth and its political subdivisions. Exceptions shall be governed by the conditions included in this policy. This policy supersedes all previous EOEa Article 97 land disposition policies.

An Article 97 land disposition is defined as a) any transfer or conveyance of ownership or other interests; b) any change in physical or legal control; and c) any change in use, in and to Article 97 land or interests in Article 97 land owned or held by the Commonwealth or its political subdivisions, whether by deed, easement, lease or any other instrument effectuating such transfer, conveyance or change. A revocable permit or license is not considered a disposition as long as no interest in real property is transferred to the permittee or licensee, and no change in control or use that is in conflict with the controlling agency's mission, as determined by the controlling agency, occurs thereby.

II. Conditions for Disposition Exceptions

EOEA and its agencies shall not support an Article 97 land disposition unless EOEa and its agencies determine that exceptional circumstances exist. A determination of "exceptional circumstances" is subject to all of the following conditions being met:

1. all other options to avoid the Article 97 disposition have been explored and no feasible and substantially equivalent alternatives exist (monetary considerations notwithstanding).
 Note: The purpose of evaluating alternatives is to avoid using/affecting Article 97 land to the extent feasible. To that end, the scope of alternatives under consideration shall be commensurate with the type and size of the proposed disposition of Article 97 land, and must be performed by the proponent of the disposition to the satisfaction of EOEa and its agencies. The scope of alternatives extends to any sites that were available at the time the proponent of the Article 97 disposition first notified the controlling agency of the Article 97 land, and which can be reasonably obtained: (a) within the appropriate market area for private proponents, state and/or regional entities; or (b) within the appropriate city/town for municipal proponents.
2. the disposition of the subject parcel and its proposed use do not destroy or threaten a unique or significant resource (e.g., significant habitat, rare or unusual terrain, or areas of significant public recreation), as determined by EOEa and its agencies;

Article 97 Land Disposition Policy
February 19, 1998

3. as part of the disposition, real estate of equal or greater *fair market value* or *value in use of proposed use*, whichever is greater, and significantly greater resource value as determined by EOEa and its agencies, are granted to the disposing agency or its designee, so that the mission and legal mandate of EOEa and its agencies and the constitutional rights of the citizens of Massachusetts are protected and enhanced;
4. the minimum acreage necessary for the proposed use is proposed for disposition and, to the maximum extent possible, the resources of the parcel proposed for disposition continue to be protected;
5. the disposition serves an Article 97 purpose or another public purpose without detracting from the mission, plans, policies and mandates of EOEa and its appropriate department or division; and
6. the disposition of a parcel is not contrary to the express wishes of the person(s) who donated or sold the parcel or interests therein to the Commonwealth.

III. Procedures for Disposition

Although legislation can be enacted to dispose of Article 97 land without the consent of an EOEa agency, it is the policy of EOEa to minimize such occurrences. To that end, and to ensure coordination, EOEa agencies shall:

1. develop an internal review process for any potential Article 97 land disposition to ensure that, at a minimum, the conditions in Section II above are met;
2. develop, through the Interagency Lands Committee, a joint listing of all requests, regardless of their status, for the disposition of Article 97 land;
3. notify the Interagency Lands Committee of any changes to the Article 97 land disposition list;
4. monitor all legislation that disposes of Article 97 land, and communicate with legislative sponsors regarding their intent;
5. recommend to the Secretary that the Governor veto any legislation that disposes of Article 97 land, the purchase, improvement, or maintenance of which involved state funds, on and for which the EOEa agency has not been consulted and received documentation (including information on title, survey, appraisal, and a MEPA review, all at the proponent's expense);
6. obtain the concurrence of the Secretary of EOA for any proposed Article 97 land disposition decision prior to finalizing said decision;
7. if recommending an Article 97 disposition, attach to all Article 97 legislative recommendations and TR-1 forms a justification of the disposition and an explanation of how it complies with this policy, signed by the EOEa agency head;
8. ensure that any conditions approved by EOEa and its agencies to any Article 97 land disposition are incorporated within the surplus declaration statement submitted to and published by DCPO as required by M.G.L. C. 7, §40F and 40F1/2 and throughout the disposition process, and if such conditions are not incorporated in said statement throughout the disposition process, the EOEa agency head shall recommend to the Secretary that the Governor veto any resulting legislation;
9. recommend to the Secretary that the Governor veto legislation that disposes of Article 97 land of which the agency disapproves; and

Article 97 Land Disposition Policy
February 19, 1998

10. ensure that any Article 97 land disposition is authorized by enacted legislation and approved by all municipal, state and federal agencies, authorities, or other governmental bodies so required and empowered by law prior to conveyance.

IV. Applicability of the Policy to Municipalities

To comply with this policy, municipalities that seek to dispose of any Article 97 land must:

1. obtain a unanimous vote of the municipal Conservation Commission that the Article 97 land is surplus to municipal, conservation and open space needs;
2. obtain a unanimous vote of the municipal Park Commission if the land proposed for disposition is parkland;
3. obtain a two-thirds Town Meeting or City Council vote in support of the disposition;
4. obtain two-thirds vote of the legislature in support of the disposition, as required under the state constitution;
5. comply with all requirements of the Self-Help, Urban Self-Help, Land and Water Conservation Fund, and any other applicable funding sources; and
6. comply with EOEa Article 97 Land Disposition Policy [note: the municipality must also file an Environmental Notification Form with EOEa's MEPA office].

After the effective date of this policy, any municipality that proposes, advocates, supports or completes a disposition of Article 97 land without also following the terms of this policy, regardless of whether or not state funds were used in the acquisition of the Article 97 land, shall not be eligible for grants offered by EOEa or its agencies until the municipality has complied with this policy. Compliance with this policy by municipalities shall be determined by the EOEa Secretary, based on recommendations by the EOEa Interagency Lands Committee.

*Trudy Coxe, Secretary
Executive Office of Environmental Affairs*

Updated: 7/14/20

STONEHAM HIGH SCHOOL FEASIBILITY STUDY SCHOOL BUILDING COMMITTEE	
MEETINGS SCHEDULE AND AGENDAS June 10, 2020 Updated July 13, 2020	
DATE	AGENDA
Feasibility Study Phase (PDP)	
June 22, 2020	SCHOOL BUILDING COMMITTEE MEETING Introduction of Architects Approval of Architect's Proposal Discussion of Project Goals Discussion of Detailed Schedule
July 6, 2020	SCHOOL BUILDING COMMITTEE MEETING Discussion of Educational Programming Process Discussion of Existing Conditions Discussion of Alternative Sites
July 20, 2020	SCHOOL BUILDING COMMITTEE MEETING Existing Conditions Update Discussion of Sustainable Design
July 20, 2020	EDUCATIONAL VISIONING WORKSHOP #1
July 21, 2020	EDUCATIONAL VISIONING WORKSHOP #2
July 23, 2020	EDUCATIONAL VISIONING WORKSHOP #3
July 24, 2020	EDUCATIONAL VISIONING WORKSHOP #4
July 27, 2020	EDUCATIONAL VISIONING WORKSHOP #5
July 28, 2020	EDUCATIONAL VISIONING WORKSHOP #6
July 30, 2020	EDUCATIONAL VISIONING WORKSHOP #7
July 31, 2020	EDUCATIONAL VISIONING WORKSHOP #8
date	COMMUNITY FORUM NO. 1 - INTRODUCTIONS, STUDY SCHEDULE, EXISTING CONDITIONS
August 3, 2020	SCHOOL BUILDING COMMITTEE MEETING Educational Programing Update Existing Conditions Update Sustainable Design Update Discussion of Design Alternatives
date	COMMUNITY FORUM NO. 2 - EDUCATIONAL PROGRAM, DESIGN ALTERNATIVES
August 17, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Discussion of Cost Models Discussion of Construction Delivery Methods
August 31, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Cost Models Update
date	COMMUNITY FORUM NO. 3 - DESIGN ALTERNATIVES, COST MODELS
September 14, 2020	SCHOOL BUILDING COMMITTEE MEETING Review Refined Design Alternatives and Phasing Review Cost Models Vote to Submit PDP and Top 3 Alternatives
September 22, 2020	SUBMIT PDP PACKAGE TO MSBA
	ADDITIONAL MEETINGS TO BE SCHEDULED

Stoneham High School Feasibility Study Stoneham High School Building Committee

FAQs

1. Why are we performing a Feasibility Study?

The 52 year-old Stoneham High School, originally constructed as a Junior High School, has served the community well. The school has reached a point that it no longer meets today's building codes, has inefficient and inoperable systems and does not support the educational curriculum. The Massachusetts School Building Authority (MSBA) has visited the school and agrees. The Feasibility Study is to investigate these conditions and develop a cost effective, sustainable and educationally appropriate solution to the aging Stoneham High School. The Stoneham School Building Committee has no preconceived solutions and will investigate renovation, renovation and addition, and new construction options. The MSBA process is rigorous and transparent, and with the approval of the MSBA, the state will provide a grant to support the cost of the project.

2. How long has the Feasibility Study been underway?

This process commenced over seven years ago with the submission of the initial Statement of Interest (SOI) for the Stoneham High School to the MSBA by the Selectmen and School Committee. The MSBA deferred the SOI, as well as subsequent submissions for five successive years until the March 2018 submission, which MSBA reviewed and approved in December 2018, agreeing that a Feasibility Study should be undertaken on the Stoneham High School. The Town and the MSBA executed an agreement for the Feasibility Study in February 2020, which is being overseen by the Stoneham School Building Committee.

3. What is the role of the Massachusetts School Building Authority (MSBA)?

The MSBA is the state authority that administers and funds a program of grants for Massachusetts public school projects. The MSBA mandates a multi-step rigorous study and approval process encompassed within the Feasibility Study.

4. How much will the final design cost Stoneham's taxpayers?

The final number will be established when options are presented to the Stoneham School Building Committee. Currently, Stoneham will be reimbursed 52.06% of reimbursable items. The percentage could grow. However, there will be costs that are not reimbursable that will be included in the total cost of the project.

5. What happens if the Massachusetts School Building Authority (MSBA) doesn't want to fund everything we want?

Any aspects of a build/renovation for the high school that are not approved for reimbursement by the MSBA will have to be funded entirely by the Town.

6. How will the unreimbursed cost be funded?

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PRELIMINARY EVALUATION OF OPTIONS

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3.1.2

3.1.3

3.1.4

3.1.5

3.1.6

Updated: 7/14/20

Updated: 7/14/20

All costs, both reimbursable and non-reimbursable, will be funded through the Town via a vote at Town Meeting to approve a debt-exclusion ballot question for the total cost.

7. How much input will the community have in the ultimate design of the high school?

The SSBC will ensure that all community members have the opportunity to share in the design process through a variety of methods. The SSBC will host community listening sessions or forums, both virtually and in-person, throughout the Feasibility Study process. Additionally, the Committee's bi-weekly meetings are posted and open to the public and all project information is posted on the Town of Stoneham SSBC webpage: <https://www.stoneham-ma.gov/hsbc>.

8. Will the final decision be to renovate the existing building or build a new building and who will make that decision?

Once the Feasibility Study is completed, the SSBC will analyze the pros and cons of renovating versus building new. With all the information gathered, the Committee will consider all options and make a final recommendation to Town Meeting.

9. When will the school construction be completed?

The Stoneham School Building Committee (SSBC) has begun the process and anticipates that it will take at least five years before the doors to a new/renovated Stoneham High School will open to welcome students.

10. The School Department already had a feasibility study done for the high school, why do we need another one?

Town Meeting authorized its own feasibility study that was completed in 2018. The information from that study was used to successfully obtain an invitation from the MSBA to participate in the program. Once Stoneham was invited into the program, MSBA requires a more detailed Feasibility Study which includes more information than the initial study provided. The MSBA funds the feasibility study at the same rate, currently 52.06%.

11. What if the project is not approved by the Town?

The Town would lose millions of dollars in State grant funding to resolve the deteriorating conditions of the 52 year-old Stoneham High School. The Town would still have to spend significant dollars on capital improvements in the upcoming years to address deficiencies and bring the building up to Code without addressing educational programming. One hundred percent of these costs would be paid by the Town.

12. If funding approval for the proposed project does not pass at Town Meeting, can we use the State money to just repair the existing building?

No, reimbursement from the MSBA is only intended for use on a building project that meets the MSBA requirements.

13. When will the Town be voting to approve the project?

A Town Meeting is anticipated in Fall 2021 to approve the funding for the project. The ballot vote is anticipated thereafter to approve the exclusion of the costs from the so called Proposition 2 ½.

14. What happens if the project is approved by the taxpayers?

The project is moved into the design development phase during which the design and drawings are further refined. This is followed by the construction documents phase when the construction bid documents are prepared by the architect. Construction completion dates will depend on the approved solution.

15. Will ongoing use of Stoneham High School be impacted during construction?

No, if a new construction option is selected, the distance between construction activity and the day-to-day functions of the existing school will be designed to be adequate to ensure safety and no disruption of the educational process. A fenced-off construction zone, with a dedicated construction vehicles access, will be constantly monitored for safety. If a renovation and addition option is chosen, the construction will be phased and isolated to minimize impact on teaching and learning.

16. How can I keep informed of the high school project?

You can visit <https://www.stoneham-ma.gov/hsbc>, which provides a complete list of Committee members, contact information and all published documentation.

Project Minutes

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: MSBA Project Kick-Off Meeting
 Location: Remote Locations
 Distribution: Attendees (MF)

Project No.: 20033
 Meeting Date: 7/15/2020
 Time: 12:00pm
 Meeting No: 1

Attendees:

PRESENT	NAME	AFFILIATION
✓	Marie Christie	Co-Chair, School Building Committee
✓	David Bois	Co-Chair, School Building Committee
✓	Dennis Sheehan	Town Administrator
✓	John Macero	Superintendent of Schools
✓	Bryan Lombardi	SHS Principal
✓	Jennifer Flynn	MSBA, Project Coordinator
✓	Christina Forde	MSBA, Project Manager
✓	Xi Liu	Perkins and Will
✓	Brooke Trivas	Perkins and Will
✓	Joel Seeley	SMMA

Item #	Action	Discussion
1.1	Record	All introduced themselves and described their role in the project.
1.2	Record	All emails to MSBA to be sent to J. Flynn with copy to C. Forde.
1.3	Record	J. Flynn indicated OPM and Designer Contracts have been received.
1.4	Record	The project schedule was reviewed.
1.5	Record	C. Forde reviewed Module 3, Feasibility Study, submission requirements and emphasized the importance of the Educational Program being complete and comprehensive.
1.6	Record	The FAS meeting was discussed. The final date of the meeting will be monitored as the study progresses.
1.7	Record	C. Forde reviewed Module 4, Schematic Design, submission requirements. The DESE submittal is to be submitted concurrent with the Schematic Design submission.
1.8	J. Seeley	J. Flynn reviewed Pro-Pay procedures. J. Seeley will coordinate with the District to schedule Pro-Pay training.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 7/15/20
 Meeting No.: 1
 Page No.: 2

Item #	Action	Discussion
1.9	J. Flynn	J. Seeley indicated FSA Budget Revision Request (BRR) No. 1 has been submitted to MSBA, J. Flynn will confirm if electronic signatures will be acceptable. J. Flynn asked that a draft of all future BRRs be sent to MSBA for review prior to execution.

Attachments: Agenda

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

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**Town of Stoneham
Stoneham High School**

**Kick-Off Meeting
June 15, 2020 12:00 PM**

Objective:

Meeting to introduce the project team, discuss the project goals procedures and schedule.

Meeting agenda:

1. Introductions
2. MSBA Communication Protocol
3. Status of Contracts and Agreements
4. Project Schedule
5. Feasibility Study (*Module 3*)
 - a. Preliminary Design Program (“PDP”)
 - b. Preferred Schematic Report (“PSR”)
 - c. Facilities Assessment Subcommittee Presentation (“FAS”)
 - d. MSBA Board of Directors Meeting – Preferred Schematic
6. Schematic Design (*Module 4*)
 - a. Schematic Design Submittal (“SD”)
 - b. Project, Scope and Budget Conference
 - c. MSBA Board of Directors Meeting – Project, Scope and Budget
7. Questions, Comments, Concerns



PROJECT MEETING SIGN-IN SHEET

Project:	Stoneham High School Feasibility Study	Project No.:	20033.00
Prepared by:	Joel Seeley	Meeting Date:	7/15/2020
Re:	MSBA Project Kick-Off Meeting	Time:	12:00pm
Location:	Remote Locations	Meeting No.:	1
Distribution:	Attendees, (MF)		

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, School Building Committee
Attended Remotely	Dennis Sheehan	dsheehan@stoneham-ma.gov	Town Administrator
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Jennifer Flynn	jennifer.flynn@massschoolbuildings.org	MSBA, Project Coordinator
Attended Remotely	Christina Forde	christina.forde@massschoolbuildings.org	MSBA, Project Manager
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Xi Liu	xi.liu@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 8/3/2020
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Remote Locations Meeting No: 6
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
	Raymie Parker	Chair Select Board	Voting Member
	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Elizabeth Dame	Perkins and Will	
✓	David Warner	Warner Larsen	
✓	Emily Hunt	Warner Larsen	
✓	David Conway	Nitsch Engineering	
✓	Chris Lizewski	Code Red	
✓	Balram Chamaria	B+AC	
✓	Steven Setterlun	B+AC	
✓	Edward Dolan	BALA	
✓	Ken Davis	BALA	

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/3/20
 Meeting No.: 6
 Page No.: 2

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Michael Doyle	AEI	
✓	Robin Greenleaf	AEI	
✓	Doug Faria	Edvance	
✓	John Sousa	Crabtree McGrath	
✓	Alyson Fletcher	Nelson/Nygaard	
✓	Joel Seeley	SMMA	

Item #	Action	Discussion
6.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
6.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
6.3	Record	A motion was made by S. Iovanni and seconded by L. Gallagher to approve the 7/20/20 School Building Committee meeting minutes. No discussion, motion passed by roll call vote, eleven in favor and one abstention.
6.4	Record	J. Seeley distributed and reviewed Designer Amendment No. 1, dated 8/3/20 for Site Survey Work and Wetlands Delineation, Phase I Environmental Site Assessment, Geotechnical Investigation and Hazardous Materials Consultancy Services, in the amount of \$51,837.50 to be charged against ProPay Budget Code 0003-0000, which has a balance of \$160,000.00, attached. A motion was made by S. Iovanni and seconded by D. Gove to approve Designer Amendment No. 1, dated 8/3/20 for Site Survey Work and Wetlands Delineation, Phase I Environmental Site Assessment, Geotechnical Investigation and Hazardous Materials Consultancy Services, in the amount of \$51,837.50 and recommend signature by D. Sheehan. No discussion, motion passed unanimous by roll call vote.
6.5	B. Trivas J. Seeley	J. Seeley distributed and reviewed Traffic Consultancy proposal from Nelson Nygaard, dated 8/3/20 in the amount of \$18,750.00. The final scope of the traffic consultancy is still being worked out, with an amendment anticipated for the next Committee meeting.
6.6	Record	J. Seeley reviewed the Project Schedule and Status update, attached. Committee Discussion: 1. D. Bois asked if the project is on schedule for a 2024 school opening? <i>J. Seeley indicated yes, with successful local appropriation votes in the fall of 2021 and utilizing the CM at Risk procurement process with early release packages to allow construction to commence the summer of 2022.</i>

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/3/20
 Meeting No.: 6
 Page No.: 3

Item #	Action	Discussion
6.7	J. Macero B. Lombardi B. Trivas J. Seeley	B. Trivas provided an update on the Educational Programming and review of the MSBA Space Template, attached. Committee Discussion: 1. B. Lombardi indicated he has scheduled meetings with department heads, teachers and staff to provide input into the Space Template next week and will be meeting with J. Macero, B. Trivas, B. Lombardi and J. Seeley on Monday 8/10/20.
6.8	B. Trivas	B. Trivas introduced the consultant team, who provided an overview of the Existing Conditions Analysis, attached. B. Trivas to assemble the full existing conditions analysis report for the PDP submission.
6.9	B. Trivas	B. Trivas presented Site Planning Scenarios, attached as follows: 1. Scenario I – Full Renovation 2. Scenario IIA – Renovation and Addition 3. Scenario IIB – Renovation and Addition 4. Scenario IIC – Renovation and Addition 5. Scenario IIIA – New Construction 6. Scenario IIIB – New Construction 7. Scenario IIIC – New Construction Committee Discussion: 1. M. Christie indicated preference for a planning option that has any new construction Franklin Street facing and include a refurbished existing gymnasium. 2. C. Mashburn indicated preference to fully investigate all options. 3. S. Iovanni indicated preference for a process that selects a building that accomplishes all the project goals. 4. L. Gallagher indicated preference, if possible, to retain elements that have sentimental value, such as the painted rocks. 5. D. Pignone indicated the school program does not require eight tennis courts, they could be relocated, and if some playfield use is impacted during construction, the school program can make do. 6. D. Gove indicated preference to fully investigate all options, including each option’s construction impact on education. 7. J. Thomson indicated preference for a planning option that has any new construction Franklin Street facing and is open to all ideas related to the gymnasium.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/3/20
 Meeting No.: 6
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Item #	Action	Discussion
		8. D. Bois indicated preference for the option that best meets the budget and project goals. 9. D. Sheehan indicated preference for options that best connect with the neighborhood, wetlands and walking trails and resolve the traffic issues. 10. M. Christie asked if the community or committee members had follow-up discussion points, who can they email? <i>J. Seeley indicated to email J.Seeley@smma.com</i> <i>Post script, the following email was received:</i> 11. J. Craigie indicated preference for a planning option that has any new construction Franklin Street facing, preserving as much green space as possible, and renovating the gymnasium. B. Trivas to continue to develop the planning options for further discussion.
6.10	B. Trivas J. Seeley P. Cunningham	B. Trivas provided an overview of the Visioning Sustainable Design session, attached. A more detailed presentation and discussion will occur at the next Committee meeting when P. Cunningham is back from vacation. A meeting will be scheduled with K. Cullinane of Eversource at the end of August to review their ZNE incentive program.
6.11	S. Iovanni J. Seeley J. Macero	Subcommittee Updates Public Relations Subcommittee 1. S. Iovanni presented and reviewed the 7/29/20 PR Subcommittee meeting minutes, Community Forum No. 1 Press Release and Flyer. The Committee indicated approval of the press release, S. Iovanni to post on social media. 2. J. Seeley presented and reviewed the updated Meetings Schedule and Agendas, reflecting the 8/11/20 Community Forum and the 9/9/20 Community Forum. The 9/9/20 Community Forum date may be extended out to allow for greater separation between school system COVID 19 information related events and project information related events. S. Iovanni and J. Seeley to coordinate with J. Macero.
6.12	Record	Committee Questions – none
6.13	Record	Old or New Business 1. J. Seeley presented and reviewed the PDP Submission Requirements and Responsibility Matrix, attached.
6.14	Record	Public Comment - none
6.15	Record	Community Forum No. 1: August 11, 2020 at 6:30 pm.
6.16	Record	Next SBC Meeting: August 17, 2020 at 7:00 pm.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/3/20
 Meeting No.: 6
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PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 8/3/2020
 Time: 7:00pm
 Meeting No: 6

Item #	Action	Discussion
6.17	Record	A Motion was made by S. Iovanni and seconded by L. Gallagher to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, Designer Amendment No. 1, Traffic Consultancy Proposal, Project Schedule and Status update, 7/29/20 PR Subcommittee meeting minutes, Community Forum No. 1 Press Release and Flyer, updated Meetings Schedule and Agendas, PDP Submission Requirements and Responsibility Matrix, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Elizabeth Dame	Elizabeth.dame@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

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Environmental & Site Project Budget Status

Updated: 7/24/2020

Feasibility and Schematic Design Phase	Vendor	Amendment No.	Current Budget	Consultant Fee	Designer Markup	Total Fee	Balance
Environmental and Site							
Traffic Assessment and Study			\$30,000				\$ 30,000.00
Topographical Survey, Wetlands Flagging and ANPRAD	Nitisch	tbd	\$43,000	\$ 25,000.00	\$ 2,500.00	\$ 27,500.00	\$ 15,500.00
GeoEnvironmental Phase I Investigation	FS Engineers	tbd	\$10,000	\$ 2,700.00	\$ 270.00	\$ 2,970.00	\$ 7,030.00
Geotechnical Investigation - Prelim and SD	LGCI	tbd	\$35,000	\$ 14,925.00	\$ 1,492.50	\$ 16,417.50	\$ 18,582.50
Fire Hydrant Flow Test		tbd	\$2,000				\$ 2,000.00
Hazardous Materials Investigation	UEC	tbd	\$15,000	\$ 4,500.00	\$ 450.00	\$ 4,950.00	\$ 10,050.00
Geothermal Test Well			\$20,000				\$ 20,000.00
Contingency			\$5,000				\$ 5,000.00
TOTAL			\$160,000			\$51,837.50	\$108,162.50



Project Management

Memorandum

To: Stoneham School Building Committee
 From: Joel G. Seeley
 Project: Stoneham High School Feasibility Study
 Re: Designer Amendment No. 1: Site Survey Work and Wetlands Delineation, Phase I Environmental Site Assessment (ESA), Geotechnical Investigation, and Hazardous Materials Consultancy Services
 Distribution: Stoneham School Building Committee (MF)

Date: 8/3/2020
 Project No.: 20033

DESIGNER AMENDMENT NO. 1: Site Survey Work and Wetlands Delineation, Phase I Environmental Site Assessment (ESA), Geotechnical Investigation, and Hazardous Materials Consultancy Services

FEE: \$51,837.50

REASON: Provide Environmental and Site Assessment.

BUDGET AVAILABILITY: This Amendment would be funded out of the Environmental & Site Survey Budget, ProPay Code 0003-0000, which has the current balance of \$160,000.00.

1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

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Perkins&Will

7.27.2020

Mr. Dennis J. Sheehan, Town Administrator
 Stoneham Town Hall
 35 Central Street, Second Floor
 Stoneham, MA 02180

Re: Stoneham High School / Additional Services #1 Attachment F

Dear Mr. Sheehan,

Thank you for requesting this proposal for additional services. We have attached the completed Attachment F and Proposals for the added services for the Stoneham High School which is currently in the Feasibility Study phase.

Project Overview

The additional service of service request is for Survey/Wetlands Delineation, Phase I Environmental Site Assessment (ESA), Geotechnical and Hazardous Materials additional work. We request that you review and approve the scope of services as outlined in the proposals attached to his letter dated 7.27.2020.

Schedule

The consultants have been notified that they will commence work as approved by the Town and School and under the guidelines of the COVID-19 requirements within the most expedient deadline.

Compensation

Based on the scope and schedule outlined herein and attached we propose a lump sum fee with a 10% mark up as allowed per contract. The following outlines the total compensation per additional service request which includes the 10% mark up:

Survey/Wetlands Delineation	\$25,000
Phase I Environmental Site Assessment (ESA):	\$ 2,700
Geotechnical Services	\$ 1,650
Hazardous Materials	\$ 4,500
	\$47,125
10% Consultant Mark-Up	\$ 4,713
TOTAL ADDITIONAL SERVICE #1	\$51,838

225 Franklin Street, Suite 1100
 Boston, Massachusetts 02110

www.perkinswill.com

Perkins&Will

7.27.2020
 Stoneham High School /
 Additional Services #1
 Attachment F

Please see Attachment F for more details.

Thank you,



Brooke Trivas
 Principal, Practice Leader for Perkins and Will

cc: Joel Seely – SMMA

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July 9, 2020
Revised July 27, 2020

Mr. Liu Xi, AIA
Perkins & Will Architects, Inc.
225 Franklin Street, Suite 1110
Boston, MA 02110
Phone: (617) 406-3440
Mobile: (617) 953-3812
E-mail: xi.liu@perkinswill.com

**Re. Proposal for Preliminary Geotechnical Services
Proposed Stoneham High School
Stoneham, Massachusetts
LGCI Proposal No. 20051-Rev. 1**

Dear Mr. Liu:

Lahlaf Geotechnical Consulting, Inc. (LGCI) appreciates the opportunity to submit this proposal to provide preliminary geotechnical services for the proposed Stoneham High School in Stoneham, Massachusetts. This proposal is based on information in your request for proposal (RFP) dated June 26, 2020, our field observation during our site visit on July 9, 2020, and in phone and e-mail communications with you. Our revisions are based on your e-mail dated July 24, 2020.

The purpose of our services is to review existing subsurface data, perform preliminary subsurface explorations, and provide preliminary foundation design and construction recommendations. Additional, more comprehensive, explorations will be needed at the site after the proposed building/additions are established.

Project Description and Background

We understand that Perkins & Will Architects, Inc. (Perkins & Will) has been selected by the Town of Stoneham to design the proposed Stoneham High School. We understand that the proposed high school will be located at the site of the existing high school allocated at 149 Franklin St, Stoneham, Massachusetts. The existing high school site is occupied by the existing high school building, parking lots, driveways, tennis courts, and athletic fields. The site is bordered by Franklin Street on the northern side and by residential properties on the other three sides. The site topography is variable with the grades generally rising from Franklin Street toward the rear (southern side) of the site. A large rock cut is visible near the southwest corner of the site. What appears to be rock outcrops are also visible near the tennis courts.

We understand that at this time, the options of rehabilitating the existing building with providing additions, and constructing a new building are both being considered. The actual location, size, and layout of the proposed additions or new building have not been established at this time.

**Proposal for Preliminary Geotechnical Services
Proposed Stoneham High School
Stoneham, Massachusetts
LGCI Proposal No. 20051-Rev. 1**

Proposed Scope of Work

Desk Reviews

1. Site Visit (Task Completed) – We will perform a site visit to familiarize ourselves with each site and to observe site features that may affect foundations design and construction. During our visit we will make note of visible rock outcrops, low lying and wet areas, and evidence of cuts and fill. We have budgeted five (5) hours per site for this task.
2. Review of Existing Data – We will review the available information including the geologic data available from the US Geological Survey, and data from the US Department of Agriculture. We request that you provide us with subsurface information, if available, for the site. We have budgeted ten (10) hours per site for this task.
3. Letter Report – We will issue a letter report including the following:
 - Summary of our field observations;
 - Preliminary subsurface information based on our reviewed documents;
 - Construction issues, if any, based on our review;
 - Our opinion about feasible foundation types and possible foundation issues; and
 - Recommendation for a scope for the selected site.

We have budgeted six (6) hours per site for this task.

Preliminary Phase Explorations

4. Utility Clearance – LGCI will provide a field representative to stake the boring locations in the field. We have assumed that you will provide us with a plan showing the locations of the proposed building and clearly showing limits of wetlands, if any. We also request that you provide us with a plan showing existing utilities at the site. We will contact Dig Safe and the Town of Stoneham to assist the owner in locating underground utilities at the site. We request that a representative of the owner observe our boring locations to clear them of private utilities. LGCI will not assume responsibility for damage to unmarked or mismarked underground features.
5. Soil Borings – We will engage a drilling subcontractor for two (2) days to advance six (6) to eight (8) borings to depths of up to 20 feet beneath the ground surface or to refusal, whichever occurs first. Where rock is shallower than 10 feet, we will obtain up to two (2) 5-foot rock cores. The drilling subcontractor will perform standard penetration tests (SPT) and will obtain split-spoon samples at 5-foot intervals and at perceived strata changes. The borings will be advanced with an ATV drill rig.



**Proposal for Preliminary Geotechnical Services
Proposed Stoneham High School
Stoneham, Massachusetts
LGCI Proposal No. 20051-Rev. 1**

The drillers will backfill the boreholes with the drill cuttings. If we observe an environmental condition in the borings, we will halt the drilling and notify you. Excess drill cuttings will be left on site.

We have assumed that our boring locations are accessible with an ATV drill rig. Our drilling subcontractor will exercise care moving between soil borings. Please note that if the explorations are performed following a rainstorm or snow melt, the ground may be soft, and ruts may be left in the ground. Our services do not include loaming, mulching, or seeding ruts.

6. Field Engineer – LGCI will provide a field engineer at the site to coordinate and observe the borings, collect soil samples, and prepare field logs.
7. Laboratory Testing – We will perform two (2) grain-size analyses on soil samples obtained from the explorations to assess the suitability of reusing the onsite materials as backfill.
8. Preliminary Geotechnical Report – We will prepare and submit our preliminary geotechnical report electronically. Our preliminary report will include:
 - Summary of the subsurface investigation methods used;
 - LGCI’s borings logs;
 - Plan showing approximate borings locations;
 - Depth to groundwater, if encountered;
 - Depth to refusal, if encountered;
 - Description of the subsurface conditions;
 - Laboratory test results;
 - LGCI’s opinion about the feasibility of shallow foundations;
 - Preliminary recommendation for net allowable bearing pressure;
 - Preliminary settlement estimate;
 - Construction considerations, including removal of unsuitable soils, groundwater control, suitability of reusing onsite materials as backfill, and rock removal, if needed.

Please note that we have not included in this proposal a scope or budget for attending meetings, preparing specifications, reviewing drawings, reviewing contractor submittals, or providing construction services. Recommendations for unsupported slopes, stormwater management, erosion control, pavement design, slope stability analyses, and cost or quantity estimates are not included in our scope of work.

LGCI’s scope of services does not include an environmental assessment for the presence or absence of wetlands or analytical testing for hazardous or toxic materials in the soil, surface water, groundwater, or air, on or below or around this site, or mold in the soil or in any structure at the site. Any statements regarding odors, colors, or unusual or suspicious items or conditions are strictly for the information of the client.



**Proposal for Preliminary Geotechnical Services
Proposed Stoneham High School
Stoneham, Massachusetts
LGCI Proposal No. 20051-Rev. 1**

Proposed Schedule

Assuming that there are no delays with site access or other factors such as permitting, LGCI will begin scheduling the work upon receiving authorization in the form of a signed copy of this proposal. Our desk review letter reports will be submitted within about three weeks of receiving a signed proposal. Our drilling subcontractor can mobilize to the site within about three to four weeks after the desk reviews are completed, receiving the authorization to access the site, or the utilities being cleared at our exploration locations, whichever occurs last. LGCI can provide you with preliminary boring logs and preliminary geotechnical recommendations within one week of completing the explorations. We will provide our geotechnical reports about two to three weeks after the end of our explorations.

Project Fee

LGCI will perform the scope of services described above for a lump sum fee of **\$14,925** as follows:

Task No.		
1 to 3	Review Existing Information and prepare Letter Report	3000
4a	Prepare Boring Location Plan for Review	\$160
4b	Mark Boring Locations in the Field	\$650
4c	Utility Clearance	\$175
5a	Coordinate with and Engage Subcontractor to Perform Borings	\$4,770
5b	Prevailing Wages for Subcontractor	\$1,700
6	LGCI Engineer to Observe Borings	\$2,200
7	Laboratory Testing	\$370
8	Boring Logs and Preliminary Letter Report	<u>\$1,900</u>
		\$14,925

Our scope and fee for the DD Phase services will be submitted separately at the start of the DD Phase.

Additional consultation during the feasibility study phase will be performed on a time-and-expenses basis using the following rates: \$99/hour for a field engineer, \$107 for junior geotechnical engineer, \$115/hour for a geotechnical engineer, and \$150/hour for a senior geotechnical engineer. LGCI will provide a proposal for design geotechnical services when the site is selected and after the proposed building layout is finalized.

No services beyond those described above would be provided without your prior knowledge and approval. If site conditions or your needs require a change in the scope of work, we will prepare for your approval a change order request that summarizes the changes to the project scope and fee. The fee is based on the following additional conditions:



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Proposal for Preliminary Geotechnical Services
 Proposed Stoneham High School
 Stoneham, Massachusetts
 LGCI Proposal No. 20051-Rev. 1

- Our costs and fees indicated in this proposal are valid for a period of six months from the date of the proposal. Our unit rates will be increased by 4 percent per year after the first 6 months following the date of this proposal.
- LGCI will coordinate access to the site with you and with the property owner.
- We have assumed that the exploration locations will be cleared for private utilities by a representative of the property owner. Explorations not cleared by the owner, will require vacuum explorations at an additional fee, or will have to be abandoned.
- Other than the site visit to mark the exploration locations, our scope does not include meetings with the property owner.
- We have assumed that coordination required to secure authorization to access to the site from the owner will be performed by Perkins & Will.

Terms and Conditions

We propose to perform our work in accordance with LGCI's Standard Conditions for Engagement (attached). Your acceptance of this proposal by signing and returning one complete copy will form our agreement for these services and will serve as written authorization to proceed with the described scope of work.

LGCI trusts that the above proposal will be sufficient to meet your needs. If this proposal is acceptable, please sign and return a complete copy to LGCI. If you have any questions, please call us at (978) 330-5912.

Sincerely,

LAHLAF GEOTECHNICAL CONSULTING, INC.



Abdelmadjid M. Lahlaf, Ph.D., P.E.
 Principal Engineer

Attachment – Standard Conditions of Engagement

Agreed to by (please type name): _____ on (date): _____

Company Name: _____

Signature: _____



Lahlaf Geotechnical Consulting, Inc.

1. CONTRACT. The Contract is the Agreement that is signed and dated by Lahlaf Geotechnical Consulting, Inc. (LGCI) and is signed and dated or accepted in writing by the Client, and that includes by reference these **General Conditions**. These Conditions shall apply to any and all subsequent amendments, additions, or modifications to the scope of work performed under this Contract unless specifically agreed in writing by both parties.

2. PAYMENT. Client agrees to pay LGCI in accordance with the fee schedule and payment terms provided in the Contract. All payments will be made by either check or electronic transfer to the address specified by LGCI and will include reference to LGCI's invoice number. LGCI will submit invoices monthly for work completed during the preceding period or upon completion of a specified scope of service, as described in the Contract. Client agrees to pay each invoice within thirty (30) days of its receipt. Client agrees to pay LGCI's cost of collection of all amounts due and unpaid after 60 days, including court costs and reasonable attorney's fees. These general conditions are notice, where required, that LGCI shall file a lien whenever necessary to collect past due amounts. Failure to make payment within 60 days of invoice shall constitute a release of LGCI from any and all claims that client may have whether in tort, contract or otherwise, and whether known or unknown at the time.

3. STANDARD OF CARE. LGCI will perform its services, obtain its findings and prepare its reports in accordance with our proposal, client's acceptance thereof, these general conditions, and with generally accepted principles and practices. LGCI will perform its professional services in a manner consistent with that degree of skill and care ordinarily exercised by members of LGCI's profession currently practicing in the same locality under similar conditions and on similar projects. LGCI makes no warranties or representations, either expressed or implied, regarding the quality of services provided hereunder. Statements made in LGCI's report are opinions based on engineering judgment and are not to be construed as representations of fact. Nothing in this Contract shall be construed as establishing a fiduciary relationship between Client and LGCI.

4. RIGHT OF ENTRY. Client agrees to furnish LGCI with the right-of-entry and a plan of boundaries of the site where LGCI will perform its services. If Client does not own the site, Client represents and warrants that it will obtain permission for LGCI's access to the site to conduct site reconnaissance, surveys, borings, and other explorations of the site pursuant to the scope of services in the Contract. LGCI will take reasonable precautions to minimize damage to the site from use of equipment, but LGCI is not responsible for damage to the site caused by normal and customary use of equipment. The cost for restoration of damage that may result from LGCI's operations has not been included in its fee. LGCI will perform such additional work upon written request and client agrees to pay LGCI for the restoration costs.

5. CLIENT'S DUTY TO NOTIFY ENGINEER. Client represents and warrants that it has advised LGCI of any known or suspected hazardous materials, utility lines or pollutants. Unless otherwise agreed upon, Client will identify locations of buried utilities and other underground structures in areas of subsurface exploration. LGCI will take reasonable precautions to avoid damage to the buried utilities and other underground structures noted. Unless LGCI has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to accept risk of and defend, indemnify and save LGCI harmless from all claims, losses, costs and expenses, including reasonable attorney's fees resulting from the exploration work.

6. CONSTRUCTION SERVICES. If included in the scope of services in the Contract, LGCI will provide personnel to observe the specific aspects of construction stated in the Contract and to ascertain that construction is being performed, in general, in accordance with the plans, specifications and LGCI's recommendations.

a. LGCI cannot provide its opinion on the suitability of any part of the work performed unless LGCI's personnel make measurements and observations of that part of the construction. By performing construction observation services, LGCI does not guarantee or assume any responsibility for the contractor's work. The contractor will remain solely responsible for the accuracy and adequacy of all construction or other activities performed by the contractor, including the methods of construction; supervision of personnel and construction; control of machinery; false work, scaffolding, or other temporary construction aids; safety in, on, or about the job site; and



STANDARD CONDITIONS FOR ENGAGEMENT

compliance with OSHA and construction safety regulations and any other applicable federal, state and/or local laws or regulations.

b. No claims for loss, damage or injury shall be brought against LGCI by client or any third party unless all tests and inspections have been performed in accordance with the contract documents and unless LGCI's recommendations have been followed. Client agrees to indemnify, defend and hold LGCI, its officers, employees and agents harmless from any and all claims, suits, losses, costs, expert fees, and expenses, including, but not limited to court costs and reasonable attorney's fees in the event that all such tests and inspections are not performed or LGCI's recommendations are not followed except to the extent that such failure is the result of negligence, willful or wanton act or omission of LGCI subject to the limitation in Paragraph 12.

7. RENEGOTIATION OF CONTRACT FOR PRESENCE OF HAZARDOUS MATERIALS. If hazardous waste, oil, asbestos, or other hazardous materials, as defined by federal, state and/or local laws or regulations are discovered during LGCI's work, Client agrees to negotiate appropriate revisions to the scope of services, the budget estimate, and the terms and conditions of the Contract. When such hazardous materials are suspected, LGCI will have the option to stop work until a new Contract is reached without financial penalty. If a mutually satisfactory Contract cannot be reached between both parties, the Contract will be terminated. Client agrees to pay LGCI for all services rendered, including any costs associated with termination.

8. DISPOSAL OF SAMPLES AND WASTES CONTAINING REGULATED CONTAMINANTS. Unless agreed in writing, test specimens or samples will be disposed of immediately upon completion of the test. All other samples or specimens will be disposed ninety days after submission of LGCI's report.

Nothing within this Contract shall be construed or interpreted as requiring LGCI to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility. In the event that samples collected by LGCI or provided by Client or wastes generated as a result of site investigation activities contain or potentially contain substances or constituents which are or may be regulated contaminants as defined by federal, state, or local statutes, regulations, or ordinances, including but not limited to samples or wastes containing hazardous materials, said samples or wastes remain the property of the Client and the Client will have responsibility for them as a generator. If set forth in the Contract, LGCI will, at Client's expense, perform necessary testing, and return said samples and wastes to Client.

9. INSURANCE. LGCI has Worker's Compensation Insurance in at least the minimum amount required for each state in which it does business, Employer's Liability Insurance, Public Liability Insurance and Professional Liability Insurance. LGCI will furnish insurance certificates upon written request.

10. INDEMNIFICATION. Subject to the foregoing limitation, LGCI agrees to indemnify and hold Client harmless from and against any liabilities, claims, damages and costs (including reimbursement of reasonable attorneys' fees and court costs) to the extent caused by the negligence or willful misconduct of LGCI in the performance of services under this Contract. LGCI's defense obligation under this indemnity paragraph means only the reimbursement of reasonable defense costs to the proportional extent of LGCI's indemnity obligation hereunder. Client shall provide the same protection to the extent of its negligence. In the event that the client shall bring any suit, cause of action, claim or counterclaim against LGCI, Client shall pay to LGCI the cost and expenses incurred by LGCI to investigate, answer and defend it, including reasonable attorney's fees and court costs to the extent that LGCI shall prevail in such suit.

11. Client agrees to defend, indemnify and hold harmless LGCI, its subconsultants, subcontractors, agents, and employees from and against all claims, damages, losses, and costs (including reasonable attorneys' fees) that result from the detection, failure to detect or from the actual, alleged, or threatened discharge, dispersal, release, escape or exposure to any solid, liquid, gaseous or thermal irritant, asbestos in any form, or contaminants including smoke, vapor, soot, fumes, acids, alkalis, chemicals, waste, oil, hazardous materials, or biological pollutants. Client's obligations under this

Lahlaf Geotechnical Consulting, Inc.

paragraph apply except to the extent such claims, damages, losses, and expenses are caused by LGCI's sole negligence or willful misconduct.

12. LIMITATION OF LIABILITY. To the fullest extent permitted by law, the total liability, in the aggregate, of LGCI and its officers, directors, employees, agents, and independent professional associates and consultants, and any of them, to Client and any one claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to LGCI's services, the project or this Contract, will not exceed the total compensation received by LGCI under this Contract, or \$5,000, whichever is greater. This limitation will apply regardless of legal theory, and includes but is not limited to claims or actions alleging negligence, errors, omissions, strict liability, breach of contract, breach of warranty of LGCI or its officers, directors, employees, agents or independent professional associates or consultants, or any of them. CLIENT further agrees to require that all contractors and subcontractors agree that this limitation of LGCI's liability extends to include any claims or actions that they might bring in any forum.

13. CONFIDENTIALITY. Unless compelled by law, a governmental agency or authority, or an order of a court of competent jurisdiction, or unless required pursuant to a subpoena deemed by LGCI to be duly issued, or unless requested to do so by Client pursuant to the Proposal or otherwise, LGCI agrees it will not convey to others any proprietary non-public information, knowledge, data or property relating to the business or affairs of the Client or of any of its affiliates, which is in any way obtained by LGCI during its association with the Client. LGCI further agrees to strive to limit, to a "need to know" basis, access by its employees to all information referred to above. Any concepts, materials, or procedures of LGCI deemed by LGCI to be proprietary and so explained to Client will not be released by Client or its employees to any other parties under any circumstances.

14. OWNERSHIP OF DOCUMENTS. Drawings, diagrams, specifications, calculations, reports, processes, computer processes and software, operational and design data, and all other documents and information produced in connection with the project as instruments of service, regardless of form, will be confidential and the proprietary information of LGCI, and will remain the sole and exclusive property of LGCI whether the project for which they are made is executed or not. Client will not have or acquire any title to or have any rights in any of the documents or information prepared by LGCI. Client will be permitted to retain printed copies of such documents or information for information and reference only in connection with Client's use and occupancy of the project. The documents and/or information will not be used or reused or modified by Client on other projects, for additions to this project, for completion of this project by others, or for any other purpose for which the documents were not specifically prepared, provided LGCI is not in default under this Contract, except with the express written consent of LGCI and with appropriate compensation to LGCI. Client will defend, indemnify and hold LGCI harmless from and against any claims, losses, liabilities and damages, including all reasonable attorney's fees, expert fees, and other costs of defense

STANDARD CONDITIONS FOR ENGAGEMENT

arising out of or resulting from or in any way related to the unauthorized use of the documents.

15. ELECTRONIC FILES. All documents including drawings, data, plans, specifications, reports or other information recorded on or transmitted as Electronic Files are subject to undetectable alteration, either intentional or unintentional, due to transmission, conversion, media degradation, software error, human alteration or other causes.

a. Electronic Files are provided for convenience and informational purposes only and are not a finished product or Contract Document. The actual signed and sealed hard copy Contract Documents including stamped drawings, together with any addenda or revisions, are and will remain the official copies of all documents. LGCI makes no representation regarding the accuracy or completeness of any accompanying Electronic Files. LGCI may, at its sole discretion, add wording to this effect on electronic file submissions.

b. Client waives any and all claims against LGCI that may result in any way from the use or misuse, unauthorized reuse, alteration, addition to or transfer of the Electronic Files. Client agrees to defend, indemnify and hold harmless LGCI, its officers, directors, employees, agents or subconsultants, from any claims, losses, damages or costs, and costs of defense, which may arise out of the use or misuse, unauthorized reuse, alteration, addition to or transfer of these Electronic Files by client or anyone obtaining them through client.

16. SUSPENSION OF WORK. Client may, at any time, by a 10-day written notice, suspend further work by LGCI.

a. Client will remain fully liable for and will promptly pay LGCI the full amount for all services rendered by LGCI to the date of suspension of services, including all retained billings, if applicable, plus suspension charges. Suspension charges will include the cost of putting documents and analyses in order, personnel and equipment rescheduling, or reassignment adjustments, and all other related costs and charges directly attributable to suspension.

b. If Client fails to pay undisputed invoice amounts within 30 days following invoice date, LGCI may suspend further services, by providing a 10-day written notice to Client until payments are restored to a current basis. In the event LGCI engages counsel to enforce overdue payments, Client will reimburse LGCI for all reasonable attorney's fees and court costs related to enforcement of overdue payments, provided that Client does not have a good faith dispute with the invoice. Client will indemnify and save harmless LGCI from any claim or liability resulting from suspension of the work due to non-current, non-disputed payments.

17. DISPUTE RESOLUTION. Both parties agree to submit any claims, disputes, or controversies arising out of or in relation to the interpretation, application, or enforcement of this Contract to non-binding mediation pursuant to the Rules for Commercial Mediation of the American Arbitration Association, as a condition precedent to litigation or any other form of dispute resolution.

July 24, 2020

Ms. Brooke Trivas, AIA
Principal
Perkins&Will
225 Franklin Street, Suite 1100
Boston, MA 02110

Re: Proposal for an ASTM Phase I Environmental Site Assessment at the Stoneham High School, Stoneham, MA

Dear Ms. Trivas:

FS Engineers, Inc. (FSE) is pleased to present this proposal for professional services at the Stoneham High School site in Stoneham, Massachusetts. FSE will prepare an *ASTM Phase I Environmental Site Assessment* (ESA) for the property in accordance with ASTM standard E1527-13. This proposal is based on information provided by you. FSE has not conducted a site reconnaissance to prepare this scope of work.

FSE is prepared to commit the necessary resources to ensure the timely completion of this project. The project team will be led by Mr. Farooq Siddique, PE, LSP, as Principal. Mr. Siddique has more than 30 year's professional experience in environmental site assessment and remediation.

Our proposal includes the Scope of Services, Schedule of Services, Fee for Services, Basis of Proposal, and Agreement for Professional Services.

1.0 SCOPE OF SERVICES

The following is a list of tasks to be performed under this Agreement:



Phase I ESA Proposal
Stoneham High School, Stoneham, MA

Phase I ESA Proposal
Stoneham High School, Stoneham, MA

1.1 ASTM Phase I ESA - Visual Survey, Research and Report

- (a) Obtain readily available records of previous site use and zoning history to identify recognized environmental conditions. Review historical aerial photos online to evaluate the site development history.
- (b) Check readily available plans and interview knowledgeable persons concerning information on utilities (e.g. electric, gas, oil, water, sewer, etc.) and chemical storage, use, and disposal and complete a transaction screen questionnaire.
- (c) Examine files of federal and state agencies (e.g. DEP, CERCLA, ERNS, and NPL) regarding local releases of oil or hazardous material.
- (d) Conduct a site reconnaissance and evaluate for visual and olfactory evidence of contamination (e.g. stained soil, odors, liquid on ground, empty chemical containers, improper solid or hazardous waste disposal, site uses).
- (e) Assimilate and interpret information from the historical research, site reconnaissance, and public records and prepare a *Phase I Environmental Site Assessment Report*.

2.0 SCHEDULE OF SERVICES

FSE is prepared to commence work on this project upon receipt of written authorization to proceed.

3.0 FEES FOR SERVICES

For this project as defined in Section 1.0, "Scope of Services", compensation shall be the Fixed Fee as presented below:

Phase I Environmental Site Assessment Report - \$2,700.00

Additional services will be billed hourly according to the following rates:

LSP Services:	\$ 132.00
Project Manager:	\$ 121.00
Project Engineer:	\$ 80.00
Subcontractor:	Cost + 15%

4.0 BASIS OF PROPOSAL

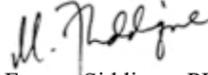
- (a) We have assumed that all existing site information will be made available.
- (b) We have assumed that any previous studies conducted on the site will be made available.
- (c) We have assumed that access to the site will be provided by the client.

5.0 AGREEMENT FOR PROFESSIONAL SERVICES - Attached herewith.

Please sign two copies of this Agreement. Retain a copy for your files and return the other to us; the receipt of which shall constitute Notice-to-Proceed. If you have any questions, please do not hesitate to contact us. We look forward to working with you on this important project. Thank you for considering FS Engineers, Inc.

Very truly yours,

FS ENGINEERS, INC.


 Farooq Siddique, PE, LSP
 Principal

AGREED AND ACCEPTED BY CLIENT:

Name _____

Title _____

Date _____

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement for Professional Services (the "Agreement"), effective is by and between Perkins&Will, Inc., a corporation, with its principal office at 225 Franklin Street, Suite 1100, Boston, MA 02110 (hereinafter "Client"), and FS Engineers, Inc., a business corporation, with its principal office at 42 Nonset Path, Suite 42-1, Acton, MA 01720 (hereinafter the "Company").

WHEREAS, Client finds that the Company is willing to perform certain work hereinafter described in accordance with the provisions of this Agreement; and

WHEREAS, Client finds that the Company is qualified to perform the work, all relevant factors considered, and that such performance will be in furtherance of Client's business.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound, the parties hereto agree as follows:

1. SERVICES.

1.1 Services to Client. The Company shall provide the following ("Services") to Client:

Company shall provide Client with the "Services" set forth in the Proposal for Services dated July 24, 2020 ("Proposal") with respect to the property identified in the Proposal ("the Site"), under the terms and conditions set forth herein. Company's Services will be performed on behalf of and solely for the exclusive use of Client for the purposes set forth in the Proposal and for no other purpose. Client acknowledges that Company's Services require decisions which are based upon judgmental considerations stemming from limited data and time and budgetary constraints imposed by Client rather than upon scientific certainties. Client, in accepting Company's Proposal, acknowledges the inherent risks to Client and its property associated with the work described in the Proposal. Company shall perform Services in accordance with generally accepted practices of like professionals undertaking similar services under like or identical circumstances. Company reserves the right to refuse to undertake Services on behalf of any project or on behalf of any prospective Client. Client acknowledges that other qualified persons and entities are available to carry out the proposed Services.

Client agrees that such Services shall be rendered without any other warranty, expressed or implied, and, subject to all other limitations herein contained. Company shall be responsible only for such injury, loss or damage as is caused by the negligence or willful misconduct of Company, its employees, agents or representatives.

Company will not disclose information regarding the Proposal, Company's Services or its Report except 1) to Client, or 2) parties designated by Client. Information which is in the public domain or which is provided to the Company by third parties is excepted from the foregoing undertaking. This provision shall also be binding on Company, its agent, staff, consultant, contractors, and subcontractors.

Client hereby grants to Company or represents and warrants (if the Site is not owned by Client) that permission has been duly granted for a Right of Entry from time to time, by Company, its agents, staff, consultants, and contractors or subcontractors, upon the Site for the purpose of performing and with the right to perform all acts, studies, and research, including without limitation the making of test boring and other soil compilings, pursuant to the Scope of Services. Should Client not own the Site, Client warrants and represents by acceptance of the Proposal that it has authority and permission of Site Owner and any site occupant to grant Company this right of entry. Company may require evidence of such authority in a form reasonably satisfactory to Company.

All reports, boring logs, field data, field notes, laboratory test data, calculations, estimates and other documents, data or information prepared by Company as instruments of Services, shall remain the sole property of Company. All reports and other work preparation by Company for Client shall be utilized solely for the intended purposes and Site described in the Proposal. Company will retain all pertinent documents for a period of three (3) years following submission of Company's final report to Client. Such documents will be available to Client upon request at Company's office during office hours on reasonable notice, and copies will be furnished by Company to Client for the total cost of retrieval and reproduction of same, when the Client requests and upon total payment by Client of reasonable cost of retrieval.

Client understands that the Company is not in control of the Site. Company does not undertake to report to any Federal, state, county or local public agencies having jurisdiction over the subject matter any conditions existing at the Site from time to time which may present a potential danger to public health, safety or the environment except to the extent required by law. Client, by acceptance of the Proposal, agrees that Client will comply with all applicable Federal, state, and municipal reporting requirements.

As of the date of this Agreement, Client agrees that Company has neither created nor contributed to the creation of any hazardous materials, pollutants, asbestos, or other potentially dangerous substance that is now or may be in the future discovered or introduced at the Site. Company hereby states, and Client acknowledges by acceptance of the Proposal, that Company may be unable to obtain insurance at reasonable cost for claims arising out of the investigation, assessment or evaluation of hazardous materials or pollutants or the detection, abatement, removal or replacement of products, materials or processes containing asbestos.

Subject to the conditions stated herein, Client agrees to defend, indemnify and hold harmless Company, its subcontractors, consultants, agents, officers, directors and employees from and against any and all liability, claims for damages and all costs, liability or expense, whether direct, indirect, economic or consequential including reasonable attorney's fees, and court and arbitration costs, sustained or alleged by any person or entity other than Client, based upon of arising in connection with: 1) a release of hazardous materials or pollutants; 2) bodily injury (including disease or death or both) and property damage (real or personal) or any other claim of damage, expense or loss, caused by their release, removal, remediation, assessment, evaluation or investigation of hazardous materials or pollutants; 3) removal, assessment, evaluation or investigation of, or remedial action taken because of, the release or suspected release of hazardous materials or pollutants; 4) any federal, state or local or other governmental fines or penalties related to hazardous materials or pollutants; or 5) the detection, abatement, removal or replacement of products, materials or processes containing asbestos, lead or other hazardous materials. This obligation shall be subject to the following conditions: (1) this obligation shall only apply to liabilities, claims, and costs arising out of work performed by Company for Client pursuant to this Agreement; and (2) this obligation shall not apply if the liability, claim, or costs was a result of Company's negligence or willful misconduct.

In addition to the provisions of Section 5 herein, Client specifically agrees to defend, hold harmless, and indemnify Company from and against any and all claims and liabilities resulting from: 1) Client's violation of any federal, state or local statute, regulation or ordinance relating to the disposal of hazardous waste, including without limitation the Resource Conservation and Recovery Act, the Comprehensive Environmental Response Compensation and Liability Act and Massachusetts General Laws Chapter 21C and 21E; 2) Client's direct or indirect undertaking of or arrangement for the treatment, storage, disposal, or transportation of hazardous materials or oil found or identified at the Site; 3) Changed conditions or waste materials introduced at the Site by Client or third persons after the completion of services described herein.

2. PAYMENT AND INVOICING TERMS.

2.1 Payment for Services. The Company will be paid as follows:

Client will pay Company for Services performed in accordance with rates and charges set forth in the Proposal.

2.2 Reimbursable Costs. Client shall reimburse the Company all costs incurred in connection with the Services rendered. Reimbursable costs include, but are not limited to, travel costs, subcontractors, materials, computer costs, telephone, copies, delivery, etc. that are attributable to a project or Service (the "Reimbursable Costs"). Travel costs are defined as air travel, lodging, meals and incidentals, ground transportation, tools, and all costs associated with travel. All extraordinary travel expenses must receive Client's approval. The Company shall provide to Client substantiation of Reimbursable Costs incurred.

2.3 Invoicing.

(a) Invoices for Company's Services for payment by Client will be submitted monthly by the Company, or on a periodic basis, or upon completion of Services, as Company shall elect. Payment is due upon receipt and is past due seven (7) business days from receipt of invoice. If Client has any valid reason for disputing any portion of an invoice, Client will so notify the Company within seven (7) calendar days of receipt of invoice by Client, and if no such notification is given, the invoice will be deemed valid. The portion of the Company's invoice which is not in dispute shall be paid in accordance with the procedures set forth herein.

(b) A finance charge of 1.5% per month on the unpaid amount of an invoice, or the maximum amount allowed by law, will be charged on past due accounts. Payments by Client will thereafter be applied first to accrued interest and then to the principal unpaid balance. Any attorney fees, court costs, or other costs incurred in collection of delinquent accounts shall be paid by Client. If payment of invoices is not current, the Company may suspend performing further work, at any time, and without waiving any other rights or claims against Client and without thereby incurring any liability to Client, upon ten (10) days prior written notice by Company to Client. Notwithstanding any termination of Services by Company for non-payment of invoices, or for reasons set forth in Section 6.15, Client shall pay Company in full for all Services rendered by Company to the date of termination of Services plus all interest, termination costs and expenses incurred by Company and related to such termination. Company's non-exercise of any rights or remedies, whether specified herein or otherwise provided by law, shall not be deemed a waiver of any such rights or remedies, nor preclude Company from the exercise under this instrument, or at law.

2.4 Taxes. All amounts payable pursuant to this Agreement are exclusive of taxes. Accordingly, there will be added to any such amount payable by Client the monetary sum equal to any and all current and future applicable taxes, however designated, incurred

as a result of or otherwise in connection with this Agreement or the Services, including without limitation state and local privilege, excise, sales, services, withholding, and use taxes and any taxes or other amounts in lieu thereof paid or payable by Client (other than taxes based on the Company's net income). If Client does not pay such taxes, the Company may make such payments and Client will reimburse the Company for those payments. Client will hold the Company harmless for any payments made by Client pursuant to this Section 2.4.

3. **CHANGES.** If during performance of Services, any unforeseen conditions or occurrences are encountered which, in the judgement of Company, significantly affect or may affect the Services or the recommended scope of Services, Company will promptly notify Client thereof. Subsequent to that notification Client and Company agree to pursue one of the following options:

a) The original scope of Services may be modified to the mutual satisfaction of the parties, and the estimate of charges, including budget estimates and fees, revised to include study of the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated herein;

b) Company shall have the right to suspend its work immediately and terminate the work described in the Proposal, effective on the date specified by Company in writing. Client shall remain liable for and shall pay all fees and charges incurred under the provisions of the Proposal through the date of termination, notwithstanding Client and Company not having reached a new, mutually satisfactory, revision of their agreement.

Client may, with the approval of the Company, issue written directions within the general scope of any Services to be ordered. Such changes (the "Change Order") may be for additional work or the Company may be directed to change the direction of the work covered by the Task Order, but no change will be allowed unless agreed to by the Company in writing.

4. **STANDARD OF CARE.**

The Company warrants that its services shall be performed by personnel possessing competency consistent with applicable industry standards. No other representation, express or implied, and no warranty or guarantee are included or intended in this Agreement, or in any report, opinion, deliverable, work product, document or otherwise. Furthermore, no guarantee is made as to the efficacy or value of any services performed. THIS SECTION SETS FORTH THE ONLY WARRANTIES PROVIDED BY THE COMPANY CONCERNING THE SERVICES AND RELATED WORK PRODUCT. THIS WARRANTY IS MADE EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE, MERCHANTABILITY, NON-INFRINGEMENT, TITLE OR OTHERWISE.

5. **LIABILITY.**

5.1 **Limitation.** The Company's liability, including but not limited to Client's claims of contributions and indemnification related to third party claims arising out of services rendered by the Company, and for any losses, injury or damages to persons or properties or work performed arising out of or in connection with this Agreement and for any other claim, shall be limited to the payment received by the Company from Client for the particular service provided giving rise to the claim. Notwithstanding anything to the contrary in this Agreement, the Company shall not be liable for any special, indirect, consequential, lost profits, or punitive damages. Client agrees to limit the Company's liability to Client and any other third party for any damage on account of any error, omission or negligence to a sum not to exceed the payment received by the Company for the particular service provided giving rise to the claim. The limitation of liability set forth herein is for any and all matters for which the Company may otherwise have liability arising out of or in connection with this Agreement, whether the claim arises in contract, tort, statute, or otherwise.

In the event that Client makes a claim against Company, at law or otherwise for any alleged error, omission, or act arising out of the performance of Company's Services, and Client fails to prove such claim upon final adjudication, then Client shall pay all costs incurred by Company in defending itself against the claim, including, without limitation, court costs, and other claim-related expenses, including, without limitation, costs, fees, and expenses of experts.

5.2 **Remedy.** Client's exclusive remedy for any claim arising out of or relating to this Agreement will be for the Company, upon receipt of written notice, either (i) to use commercially reasonable efforts to cure, at its expense, the matter that gave rise to the claim for which the Company is at fault, or (ii) return to Client the fees paid by Client to the Company for the particular service provided that gives rise to the claim, subject to the limitation contained in Section 5.1. Client agrees that it will not allege that this remedy fails its essential purpose.

5.3 **Survival.** Articles 2, 4, 5, and 6 survive the expiration or termination of this Agreement for any reason.

6. **MISCELLANEOUS.**

6.1 **Insecurity and Adequate Assurances.** If reasonable grounds for insecurity arise with respect to Client's ability to pay for the Services in a timely fashion, the Company may demand in writing adequate assurances of Client's ability to meet its payment obligations under this Agreement. Unless Client provides the assurances in a reasonable time and manner acceptable to the Company, in addition to any other rights and remedies available, Client may partially or totally suspend its performance while awaiting assurances, without liability to Client.

6.2 **Severability.** Should any part of this Agreement for any reason be declared invalid, such decision shall not affect the validity of any remaining provisions, which remaining provisions shall remain in full force and effect as if this Agreement had been executed with the invalid portion thereof eliminated, and it is hereby declared the intention of the parties that they would have executed the remaining portion of this Agreement without including any such part, parts, or portions which may, for any reason, be hereafter declared invalid. Any provision shall nevertheless remain in full force and effect in all other circumstances.

6.3 **Modification and Waiver.** Waiver of breach of this Agreement by either part shall not be considered a waiver of any other subsequent breach.

6.4 **Independent Contractor.** The Company is an independent contractor of Client.

6.5 **Notices.** Client shall give the Company written notice within one hundred eighty (180) days of obtaining knowledge of the occurrence of any claim or cause of action which Client believes that it has, or may seek to assert or allege, against the Company, whether such claim is based in law or equity, arising under or related to this Agreement or to the transactions contemplated hereby, or any act or omission to act by the Company with respect hereto. If Client fails to give such notice to the Company with regard to any such claim or cause of action and shall not have brought legal action for such claim or cause of action within said time period, Client shall be deemed to have waived, and shall be forever barred from bringing or asserting such claim or cause of action in any suit, action or proceeding in any court or before any governmental agency or authority or any arbitrator. All notices or other communications hereunder shall be in writing, sent by courier or the fastest possible means, provided that recipient receives a manually signed copy and the transmission method is scheduled to deliver within 48 hours, and shall be deemed given when delivered to the address specified herein or such other address as may be specified in a written notice in accordance with this Section. Any party may, by notice given in accordance with this Section to the other parties, designate another address or person or entity for receipt of notices hereunder.

6.6 **Assignment.** The Agreement is not assignable or transferable by Client. This Agreement is not assignable or transferable by the Company without the written consent of Client, which consent shall not be unreasonably withheld or delayed.

6.7 **Disputes.** The Company and Client recognize that disputes arising under this Agreement are best resolved at the working level by the parties directly involved. Both parties are encouraged to be imaginative in designing mechanism and procedures to resolve disputes at this level. Such efforts shall include the referral of any remaining issues in dispute to higher authority within each participating party's organization for resolution. Failing resolution of conflicts at the organizational level, the Company and Client agree that any remaining conflicts arising out of or relating to this Contract shall be submitted to nonbinding mediation unless the Company and Client mutually agree otherwise. If the dispute is not resolved through non-binding mediation, then the parties may take other appropriate action subject to the other terms of this Agreement.

6.8 **Section Headings.** Title and headings of sections of this Agreement are for convenience of reference only and shall not affect the construction of any provision of this Agreement.

6.9 **Representations; Counterparts.** Each person executing this Agreement on behalf of a party hereto represents and warrants that such person is duly and validly authorized to do so on behalf of such party, with full right and authority to execute this Agreement and to bind such party with respect to all of its obligations hereunder. This Agreement may be executed (by original or telecopied signature) in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute but one and the same instrument.

6.10 **Residuals.** Nothing in this Agreement or elsewhere will prohibit or limit the Company's ownership and use of ideas, concepts, know-how, methods, models, data, techniques, skill knowledge and experience that were used, developed or gained in connection with this Agreement. The Company and Client shall each have the right to use all data collected or generated under this Agreement.

6.11 **Nonsolicitation of Employees.** During and for one (1) year after the term of this Agreement, Client will not solicit the employment of, or employ the Company's personnel, without the Company's prior written consent.

6.12 **Cooperation.** Client will cooperate with the Company in taking actions and executing documents, as appropriate, to achieve the objectives of this Agreement. Client agrees that the Company's performance is dependent on Client's timely and effective

cooperation with the Company. Accordingly, Client acknowledges that any delay by Client may result in the Company being released from an obligation or scheduled deadline or in Client having to pay extra fees for the Company's agreement to meet a specific obligation or deadline despite the delay. In providing the referenced Services absent any negligence or willful misconduct on the part of the Company, its employees or agents, the Company shall not be responsible for delays.

6.13 Governing Law and Construction. This Agreement will be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts, without regard to the principles of conflicts of law. The language of this Agreement shall be deemed to be the result of negotiation among the parties and their respective counsel and shall not be construed strictly for or against any party. Each party (i) agrees that any action arising out of or in connection with this Agreement shall be brought solely in courts of the State of the Commonwealth of Massachusetts, in Middlesex, (ii) hereby consents to the jurisdiction of the courts of the State of the Commonwealth of Massachusetts, and (iii) agrees that, whenever a party is requested to execute one or more documents evidencing such consent, it shall do so immediately.

6.14 Entire Agreement; Survival. This Agreement, including any Exhibits, states the entire Agreement between the parties and supersedes all previous contracts, proposals, oral or written, and all other communications between the parties respecting the subject matter hereof, and supersedes any and all prior understandings, representations, warranties, agreements or contracts (whether oral or written) between Client and the Company respecting the subject matter hereof. This Agreement may only be amended by an agreement in writing executed by the parties hereto.

6.15 Force Majeure. The Company shall not be responsible for delays or failures (including any delay by the Company to make progress in the prosecution of any Services) if such delay arises out of causes beyond its control. Such causes may include, but are not restricted to, acts of God or of the public enemy, fires, floods, epidemics, riots, quarantine restrictions, strikes, freight embargoes, earthquakes, electrical outages, computer or communications failures, and severe weather, and acts or omissions of subcontractors or third parties.

If during performance of Services, any unforeseen conditions or occurrences are encountered which, in the judgement of Company, significantly affect or may affect the Services or the recommended scope of Services, Company will promptly notify Client thereof. Subsequent to that notification Client and Company agree to pursue one of the following options:

- a) The original scope of Services may be modified to the mutual satisfaction of the parties, and the estimate of charges, including budget estimates and fees, revised to include study of the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated herein;
- b) Company shall have the right to suspend its work immediately and terminate the work described in the Proposal, effective on the date specified by Company in writing. Client shall remain liable for and shall pay all fees and charges incurred under the provisions of the Proposal through the date of termination, notwithstanding Client and Company not having reached a new, mutually satisfactory, revision of their agreement.

6.16 Use By Third Parties. Work performed by the Company pursuant to this Agreement are only for the purpose intended and may be misleading if used in another context. Client agrees not to use any documents produced under this Agreement for anything other than the intended purpose without the Company's written permission. This Agreement shall, therefore, not create any rights or benefits to parties other than to Client and the Company.

END



2 Center Plaza, Suite 430
Boston, MA 02108-1928
T: 617-338-0063
F: 617-338-6472
www.nitscheng.com

June 29, 2020

Ms. Brooke Trivas
Principal
Perkins & Will
225 Franklin Street, Suite 1100
Boston, MA 02110

RE: Nitsch Proposal #14166.1P
Stoneham High School
Land Surveying Services
Stoneham, MA

Dear Ms. Trivas:

Nitsch Engineering is pleased to submit this proposal to you (the Client) for professional land surveying services related to the Stoneham High School in Stoneham, Massachusetts. This letter summarizes our scope, assumptions, schedule, and fee.

SCOPE OF SERVICES

Nitsch Engineering will provide professional land surveying services to accomplish the following tasks:

TASK #1: EXISTING CONDITIONS, TOPOGRAPHIC AND UTILITY SURVEY

1. Compile public Geographic Information System (GIS) property lines;
2. Perform research at the gas, water, sewer, telephone, electric, cable television, and steam utility companies/departments to obtain record data on utilities in the adjacent streets and services to the property;
3. Research and depict the most current Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM) for the project site;
4. Perform Global Positioning Systems (GPS) observations to establish Massachusetts State Plane (NAD 83) coordinates and North American Vertical Datum of 1988 (NAVD 88) elevation base for the project site;
5. Perform a topographic and location survey utilizing UAV (drone) technology of approximately 35 cleared acres on the site. The remaining 15 acres of woods will be produced by utilizing available public lidar and GIS data. The topographic information will be collected in a manner suitable to prepare 1-foot contours in cleared areas and 2-foot contours in the woods; and
6. Prepare an AutoCAD drawing (.DWG), in Release 2014 or compatible version and at a scale of 1 inch = 20 feet, utilizing Nitsch Engineering file format and drafting standards.

WORK NOT INCLUDED IN THE SCOPE OF SERVICES

1. Performing a property line survey and a full topographic survey.
2. Setting lot corners or other monumentation.
3. Performing site design engineering services.

Ms. Brooke Trivas: Nitsch Proposal #14166.1P
 June 29, 2020
 Page 2 of 5

WORK NOT INCLUDED IN THE SCOPE OF SERVICES – continued

4. Performing construction layout, preparing record plans, or performing other Construction Phase services.
5. Performing advanced subsurface investigation such as Ground Penetrating Radar (GPR) or Test Pits to locate utilities.

ASSUMPTIONS

1. Up to one (1) hour of consultation time (defined as telephone calls, meetings, travel time, etc.) are included in this proposal. Additional consultation time will be billed as Additional Services.
2. Any revisions requested by the Client or other approving authorities after commencement of the survey will be considered Additional Services.
3. This cost assumes record monumentation is recoverable and Nitsch Engineering will encounter reasonable congruity between field and record data.
4. The title abstract provided by the Attorney is complete. Any property line research required (of previous plans, deeds, etc.) at the Registry of Deeds will be billed as Additional Services.
5. Any research required (of utilities, previous plans, abutters, etc.) will be billed as Additional Services.
6. Regarding the utility information, Nitsch Engineering will indicate the structures and locations of utilities with rim and invert elevations, sizes, and directions which are indicated on plans provided by utility companies/departments and/or that are observable on the ground surface during the survey. Nitsch Engineering does not guarantee the validity or completeness of the data from others.
7. The Client will indemnify and hold harmless Nitsch Engineering and its officers, agents, and employees with regard to any errors or omissions within any record document from which information was obtained, in whole or in part, and incorporated into documents prepared by Nitsch Engineering.
8. The wetlands in the south end of the property will be delineated on the north line only. It is assumed that entire area is wetlands.
9. The Client will provide copies of all applicable local site development regulations. Lot layout will be based on the plan provided by the Client. Nitsch Engineering will not be responsible for conformance to zoning.
10. Nitsch Engineering will provide technical assistance to prepare permit applications to local boards/commissions. The Client will prepare and submit permit applications.
11. The plan will not be prepared in recordable format.
12. The Client will provide a copy of the deed and plan of locus.
13. The Client is responsible for providing and arranging open and uninterrupted access to the site prior to Nitsch Engineering's arrival. Should access not be supplied, Additional Services will be required.

Ms. Brooke Trivas: Nitsch Proposal #14166.1P
 June 29, 2020
 Page 3 of 5

ASSUMPTIONS – continued

14. Nitsch Engineering will not render a zoning opinion or determine compliance or non-compliance with Zoning.

TIME AND MANNER

Nitsch Engineering is prepared to begin work within 10 calendar days from the receipt of this executed proposal and anticipates substantial completion within 20 working, not calendar, days thereafter. The completion of field tasks will be subject to weather conditions affecting the required field work.

COMPENSATION

Compensation for the services provided will be in accordance with Nitsch Engineering's Standard Contract Terms, as attached. The lump-sum cost for these services is **\$25,000**. Costs will not be incurred by Nitsch Engineering beyond this lump-sum amount without prior written approval from the Client.

ADDITIONAL SERVICES

Nitsch Engineering will be compensated for services requested by the Client that exceed the "SCOPE OF SERVICES" outlined herein. Charges for any Additional Services will be billed in accordance with the attached Standard Contract Terms or the Standard Contract Terms in effect at the time the services are provided. Additional Services will not be accomplished unless Nitsch Engineering has verbal approval from the Client.

METHOD OF PAYMENT

Costs incurred on this project will be billed monthly on a percentage complete of lump-sum basis as outlined in the attached Standard Contract Terms. The Client agrees to invoice the Owner within 10 calendar days after receipt of Nitsch Engineering's invoice. Payment will be due within five (5) calendar days after receipt of payment by the Client from the Owner. The Client will make reasonable and diligent efforts to collect prompt payment from the Owner.

Should the billing/payment cycle be delayed by the Client or the Owner due to no fault of Nitsch Engineering, Nitsch Engineering expects full payment from the Client within 10 days of the invoice date.

Ms. Brooke Trivas: Nitsch Proposal #14166.1P
June 29, 2020
Page 4 of 5

TERMINATION

Nitsch Engineering reserves the right to revise this proposal should the signed copy not be received by July 29, 2020. This agreement may be terminated by either party upon seven (7) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. If this agreement is terminated by the Client, Nitsch Engineering will be paid for services rendered on the basis of services performed.

If Nitsch Engineering is authorized to commence and/or continue providing its services on the project, either verbally or in writing, prior to the full execution of a written contract, such authorization will be deemed an acceptance of this proposal, and all such services will be provided and compensated for in accordance with the terms and conditions contained herein as though this proposal were fully executed by the Client.

Thank you for requesting this proposal. We look forward to working with you on this project. Should the conditions in this proposal and the enclosed Standard Contract Terms meet with your approval, please sign the Client Authorization section below and return this proposal and the Standard Contract Terms to us for our files.

If you have any questions, please call.

Very truly yours,

Nitsch Engineering, Inc.


Denis R. Seguin, PLS
Vice President, Director of Land Surveying

DRS/ajc

Enclosures: Standard Contract Terms
Survey Limits Sketch

Q:\14166 Stoneham High\Contract\Survey\14166.1P Stoneham High School survey proposal.docx

Ms. Brooke Trivas: Nitsch Proposal #14166.1P
June 29, 2020
Page 5 of 5

CLIENT AUTHORIZATION

This proposal and Standard Contract Terms are hereby accepted by the Client as evidenced by the execution hereof, and such a person so executing the same on behalf of the Client does hereby warrant full authority to act for, in the name of, and on behalf of the Client.

Such acceptance provides full authorization for Nitsch Engineering to proceed with providing the Scope of Services under the terms and conditions stated herein.

Signature

Date

Printed Name and Title

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Nitsch Proposal # _____
(Modified November 15, 2019)

Nitsch Engineering Contract Terms
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certifications and/or affidavits that would require knowledge or services beyond the scope of this Agreement and/or beyond the professional qualifications and engineering expertise of Nitsch Engineering. Nitsch Engineering shall not be required to sign any document(s), that would result in Nitsch Engineering having to certify, guarantee or warrant the existence of conditions Nitsch Engineering cannot ascertain.

5. INVOICE AND PAYMENT TERMS; SUSPENSION OF SERVICES

Invoices shall be sent to the Client monthly for the prior month, and payment is due within ten (10) calendar days of receipt of payment by the Client from the Owner. If the Client fails to make payment when due for services and reimbursable expenses, Nitsch Engineering may, upon seven (7) days' written notice to the Client, suspend performance of services under this Agreement. Unless payment in full is received by Nitsch Engineering within seven (7) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, Nitsch Engineering shall have no liability to the Client for delay or damage caused to the Client because of such suspension of services for failure of the Client to make payment to Nitsch Engineering. If the Client fails to pay Nitsch Engineering for services rendered, the Client agrees to pay all costs of collection, including, but not limited to, any reasonable attorney fees and costs.

Remit to address:

Check Payments:
Nitsch Engineering, Inc.
Attention: Accounting
Department 2 Center
Plaza, Suite 430
Boston, MA 02108

Electronic Payments:

ACH and Wire Transfer information will be provided upon request.

6. RESTART

If the Project is stopped for a period greater than sixty (60) days, a restart fee of 10% of the project fee will be required to compensate Nitsch Engineering for the necessary premium time and remobilization of staff and materials. If the duration of the Project stoppage exceeds one hundred and eighty (180) days in the aggregate, an additional adjustment shall be applied to the fee or hourly billings rates, as applicable at the discretion of Nitsch Engineering to cover wage increases and general price escalation.

7. TERMINATION

This Agreement may be terminated by the Client or Nitsch Engineering upon seven (7) days' written notice. In either case, all amounts due for services and reimbursable expenses as of the date of receipt of cancellation notice shall be paid to Nitsch Engineering within 30 days from the date of Nitsch Engineering's final invoice following notice of termination. In the event of termination by the Client for reasons not the fault of Nitsch Engineering, the Client shall pay Nitsch Engineering in addition to payment for services rendered and reimbursable expenses, all expenses reasonably incurred by Nitsch Engineering in connection with the underlying termination of its Services on the Project, including but not limited to demobilization and other costs.

8. WAIVER OF SUBROGATION

The Client and Nitsch Engineering and their insurers waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, but only to the extent such damages are covered by the proceeds of any property or other insurance. The Client and Nitsch Engineering shall each require similar waivers from their contractors, consultants, and agents.

9. INSURANCE

Nitsch Engineering is protected by Workers' Compensation, Commercial General Liability, Automobile Liability and Professional Liability Insurance. Nitsch Engineering shall maintain, for the duration of this Agreement, the insurance required of the Client's subconsultants in Article 15 of the Prime Agreement. Nitsch shall provide to the Client certificates of insurance evidencing compliance with the insurance requirements in Article 15 of the Prime Agreement.

10. TRANSFER, REASSIGNMENT OF AGREEMENT, THIRD PARTIES

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client, Owner or Nitsch Engineering. Nitsch Engineering's relationship under this Agreement is solely with the Client and the Owner. Privity of contract exists only between the Client and Nitsch Engineering and is not expressed or implied with respect to any other party, including, the contractor, subcontractors, Client's consultants, Owner's consultants, and in regard to a condominium project, the Homeowner Association "HOA", individual unit owners, individual unit owner investors or any other party with whom the Client or Owner now have or may hereafter enter into an agreement with respect to the Project. Neither party, without the prior written consent of the other party, shall transfer, sublet, assign any rights or interest in this Agreement (including, without limitation, monies that are due or monies that may be due). Subcontracting to subconsultants normally contemplated by Nitsch Engineering shall not be considered an assignment for purposes of this Agreement. To the extent the Client or the Owner enters into any contract or undertaking with a third party or makes any promise or representation to a third party that expands, modifies or alters the Services, Agreement, Scope of Services of Nitsch Engineering without Nitsch Engineering's full knowledge, prior to the written consent, then such expansion, modification or alteration shall be void between the parties and of no force and effect, as to Nitsch Engineering, and shall not cause a reduction in Nitsch Engineering's previously agreed compensation, and the Client will pay Nitsch Engineering for all Services performed.

11. BETTERMENT

If a required item or component of the Project is omitted from the Documents, including but not limited to, quantity variances, zoning and code compliance, as defined in the Proposal and in Section 1 herein, and it results in a claim against the Client and Nitsch Engineering or Nitsch Engineering's subconsultants, Nitsch Engineering and its subconsultants shall not be responsible for the original cost to add such required item or component to the Project, to the extent such item or component would have been required and included in the original Documents. In no event, will Nitsch Engineering or its subconsultants be responsible for the cost of an item or component that provides a betterment or upgrade or enhances the value of the Project to the Owner.

The Client has entered into a written agreement with the Project Owner ("Owner"), hereinafter known as the Prime Agreement (attached) for providing services as described in the Prime Agreement in connection with the project ("Project"). Nitsch Engineering, Inc. ("Nitsch Engineering") and the Client have agreed that Nitsch Engineering will perform services ("Services") as part of the Prime Agreement and more specifically as identified in the attached proposal. The portion of the Project for which Nitsch Engineering is providing services is hereinafter called This Portion of the Project. Nitsch Engineering does not have any duties or responsibilities for any other portion of the Project.

The following Contract Terms, together with the attached proposal and Prime Agreement constitutes the terms of the Agreement between Nitsch Engineering and the Client with respect to the performance of the Services on the Project.

To the extent that the provisions of the Prime Agreement apply to This Portion of the Project, the Client shall assume toward Nitsch Engineering all obligations and responsibilities that the Owner assumes toward the Client, and Nitsch Engineering shall assume toward the Client all obligations and responsibilities that the Client assumes toward the Owner. Insofar as applicable to this Agreement, the Client shall have the benefit of all rights, remedies and redress against Nitsch Engineering that the Owner, under the Prime Agreement, has against the Client, and Nitsch Engineering shall have the benefit of all rights, remedies and redress against the Client that the Client, under the Prime Agreement has against the Owner. Where a provision of the Prime Agreement is inconsistent with a provision of this Agreement, the Prime agreement shall govern.

EFFECTIVE DATE

This Agreement will become effective upon Nitsch Engineering's receipt of authorization to proceed. This proposal is subject to renegotiation if acceptance is not received within 30 days or as stated in the proposal.

1. SCOPE OF SERVICES

Nitsch Engineering shall perform the Services described in the attached proposal.

If Nitsch Engineering's services include the performance of any service during the construction phase of the Project, it is understood that the purpose of any such services (including any visits to the site) will be to enable Nitsch Engineering to perform the duties and responsibilities assigned to and undertaken by it as an experienced and qualified design professional, and to provide the Client with confidence that the completed work of the contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the contractor(s). Nitsch Engineering shall not, during such visits or as a result of any observations of construction, supervise, direct, or have control over the contractor's(s') work nor shall Nitsch Engineering have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by the contractor(s) or safety precautions and programs incident to the work of the contractor(s) or for any failure of the contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to the contractor(s) furnishing and performing their work. Nitsch Engineering does not guarantee the performance of the construction contract by

the contractor(s), and does not assume responsibility for the contractor's(s') failure to furnish and perform their work in accordance with the Contract Documents.

Nitsch Engineering shall review and approve (or take other appropriate action with respect to) shop drawings, samples, and other data which the contractor(s) is (are) required to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents. Such review and approvals or other actions shall not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto, nor to dimensions or quantities. Nitsch Engineering's review or other actions, as described above, shall not constitute approval of an assembly of which an item is a component, nor shall it relieve the contractor(s) of (a) their obligations regarding review and approval of any such submittals; (b) their exclusive responsibility for the means, methods, sequences, techniques, and procedures of construction, including safety of construction, or (c) for compliance with the Contract Documents. Nitsch Engineering shall be entitled to rely upon the accuracy and completeness of surveys, reports, drawings, plans, and other documents prepared by third parties, including consultants and contractors independently retained by the Client.

2. STANDARD OF CARE

The Client acknowledges that the Services provided by Nitsch Engineering in this Agreement may require Nitsch Engineering to make decisions based on experience and professional judgment, rather than on precise scientific or empirical criteria. In performing its Services, Nitsch Engineering shall use that degree of care and skill ordinarily exercised by competent members of the engineering profession as of the date of the performance of the Services, in the same locality at the site, and under the same or similar circumstances and conditions. Nitsch Engineering shall perform its Services as expeditiously as is consistent with the orderly progress of the Project. No other representations or warranties, whether express or implied, are applicable with respect to the Services rendered hereunder, the ("Standard of Care").

3. REGULATORY AGENCIES

Nitsch Engineering shall exercise reasonable efforts, to the extent consistent with the Standard of Care, to comply with applicable zoning and codes for the Project required by those governmental agencies having jurisdiction over the Project. The Client and the Owner acknowledge that some zoning and code requirements are subject to interpretation. Nitsch Engineering will, as necessary, review such interpretations with Regulatory Agencies relating to its Scope of Services. The Regulatory Agencies may require changes to the Documents that may result in additional costs to the Project. Nitsch Engineering may reasonably request Additional Services to make these changes, which will require the Client's and the Owner's approval in advance, which shall not be unreasonably withheld or delayed.

4. CERTIFICATIONS/AFFIDAVITS

The proposed language of certificates, affidavits or certifications requested of Nitsch Engineering or Nitsch Engineering's consultants shall be submitted to Nitsch Engineering for review and approval at least fourteen (14) days prior to execution. The Client shall not request

Nitsch Engineering Contract Terms
Page 3 of 4

12. LIMITATION OF LIABILITY

To the fullest extent permitted by law, the Client agrees to limit Nitsch Engineering's liability to the Client and anyone claiming by, through, or under the Client, for or on account of all claims and/or damages of any nature whatsoever caused by or arising out of Nitsch Engineering's performance of its Services, such that the total aggregate liability of Nitsch Engineering for any and all claims and/or damages of any nature whatsoever, arising out of the performance of Nitsch Engineering's Services on the Project, whether arising in tort, breach of contract, contractual indemnification, breach of express or implied warranty, or any other theory of liability, shall not exceed \$500,000.

13. HAZARDOUS WASTE/ASBESTOS/CONTAMINANTS

Nitsch Engineering shall not be responsible for the discovery, treatment, disposal, permitting, reporting of any services involving or relating to the presence of or the actual or threatened release, escape, or discharge of hazardous waste, hazardous materials, toxic materials, oil, asbestos, and/or other contaminants which may exist on the site, in any of the existing structures on the site, or due to the proposed development. It is agreed that the Client, to the fullest extent permitted by law, shall release and indemnify and hold harmless Nitsch Engineering and its consultants, agents, and employees, from and against all claims, damages, losses, and expenses, direct and indirect, including but not limited to attorney's fees and defense costs, arising out of or resulting from or in any way connected with detection, presence, handling, removal, abatement or disposal of any hazardous waste, hazardous materials, toxic materials, oil, asbestos and / or other contaminants that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability, or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of Nitsch Engineering. Nitsch Engineering may, at its sole option, and without liability for consequential or other damages, suspend performance of its Services on the Project upon discovery of hazardous waste, hazardous materials, toxic materials, oils, asbestos and / or other contaminants until the Client contains such and warrants that the Project site is in full compliance with applicable laws and regulations.

14. OWNERSHIP AND USE OF DOCUMENTS

All documents including drawings and specifications, design concepts, inventions, propriety information developed for the Project, including electronic documents prepared or furnished by Nitsch Engineering under this Agreement are instruments of service for use solely with respect to the Project ("Documents"). Upon execution of this Agreement, Nitsch Engineering grants to the Client a license to use Nitsch Engineering's Instruments of Service in the same manner and to the same extent as the Client has granted a license to the Owner in the Prime Agreement, except that if the Prime Agreement vests ownership and/or copyright in the Owner, the terms governing documents in the Prime Agreement shall govern. Any reuse without written approval, verification or adaptation by Nitsch Engineering for the specific purpose intended will be at the Client's sole risk and without any liability or legal exposure to Nitsch Engineering

or its consultants. The Client accordingly waives all claims and shall indemnify and hold harmless Nitsch Engineering, and its consultants, from any and all claims, damages, losses, and expenses including reasonable attorney's fees arising out of or resulting from the unauthorized use. At Nitsch Engineering's sole discretion, it may allow the Client to reuse the Documents with written approval, verification or adaptation of the Documents by Nitsch Engineering, which will entitle Nitsch Engineering to additional compensation to be mutually agreed upon by the Client and Nitsch Engineering.

Further, Nitsch Engineering agrees to provide materials to the Client stored electronically. The Client recognizes that data, plans, specifications, reports, documents, or other information recorded on or transmitted as electronic media ("CADD Documents") are subject to undetectable alteration, either intentional or unintentional, due to, among other causes, transmission, conversion, media degradation, software error, or human alteration. Accordingly, the Client is aware that differences may exist between the electronic files delivered and the printed hard-copy final documents. In the event of a conflict between the signed final documents prepared by Nitsch Engineering and electronic files, the signed or sealed hard-copy final documents shall govern.

15. ESTIMATES AND/OR OPINIONS OF COST

Any estimates or opinions of project or construction costs are provided by Nitsch Engineering on the basis of Nitsch Engineering's experience and qualifications as an engineer and represent its best judgment as an experienced and qualified engineer familiar with the construction industry. Since Nitsch Engineering has no control over the cost of labor, materials, equipment, or services furnished by others or over competitive bidding or market conditions, it cannot guarantee or represent that proposals, bids, or actual project costs or construction costs will not vary from any estimates or opinions of costs prepared by Nitsch Engineering. Similarly, since Nitsch Engineering has no control over building or site operation and/or maintenance costs, Nitsch Engineering cannot and does not guarantee or represent that the actual building or system operating or maintenance costs will not vary from any estimates given by Nitsch Engineering.

16. SERVICES MADE NECESSARY BY CONTRACTOR PERFORMANCE

It is the Client's responsibility to hire the contractor, and it is the contractor's responsibility to install and complete fully operable systems. The Client agrees to pay Nitsch Engineering at the Hourly Billing Rates listed in Exhibit A for all its troubleshooting work due to contractor's inability to achieve a satisfactory operation.

To the fullest extent permitted by law, the Client shall hold harmless and indemnify Nitsch Engineering, its officers, agents, employees, and consultants, from any and all liabilities, claims, damages, and suits arising out of the negligence of the Client, its agents, or the negligence of any contractor(s) or subcontractor(s) performing any portion of the work and supplying any materials, or any other parties

Nitsch Engineering Contract Terms
Page 4 of 4

17. HOURLY BILLING RATES

Unless stated otherwise in the proposal, Nitsch Engineering's hourly billing rates are included in Exhibit A.

18. REIMBURSABLE EXPENSES

The Client shall reimburse Nitsch Engineering for the Reimbursable Expenses necessarily incurred by Nitsch Engineering or Nitsch Engineering's employees directly relating to the Project and listed in Article 9 of the Prime Agreement. Reimbursable Expenses are in addition to compensation for Nitsch Engineering's services and Additional Services.

19. APPLICABLE STATE LAW

This Agreement shall be governed and construed in accordance with the laws of the Commonwealth of Massachusetts.

20. MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES

Neither party, nor their parent, affiliated or subsidiary companies, nor the officers, directors, employees or agents of any of the forgoing, shall be liable to the other in any action or claim brought by either party against the other for incidental, indirect, or consequential damages, which include but are not limited to loss of income, profit, revenue, and goodwill, arising out of or related to the Services whether based on contract, tort, statute or otherwise.

21. SERVICES INVOLVING UAVS

In the event of any unmanned aerial system(s) or unmanned aerial vehicle(s) (hereinafter collectively referred to as "UAV") use on the project, Nitsch Engineering's liability for such use shall be limited to damages to the extent caused by its negligence, subject to the further provisions of this article. Nitsch Engineering shall rely on the specific requirements in the Scope of Services to perform any services with the use of any UAV. Nitsch Engineering shall not be responsible for obtaining or examining any images or other information gathered by or resulting from any UAV use (collectively, "Images"), if such Images are not expressly required in the Scope of Services. Nitsch Engineering shall not be responsible for alerting the Client to any Images, for any purpose, regardless of any consequence to the project, if such purpose is not expressly required in the Scope of Services. Any unrequested or unused Images shall be discarded, and the Client agrees to such disposal and agrees that Nitsch Engineering shall not be liable for any such disposal. Nitsch Engineering shall not be liable for any damages, claims, liabilities, or expenses of any kind related to any unauthorized use of any UAV, or any Images.

In the event of any UAV use, the Client and the Owner agree to provide sufficient access to the site and remove any and all potential obstructions, including but not limited to snow and debris, from the site prior to the date on which services involving UAV use are scheduled, or indicated, to be performed. The Client and the Owner agree to restrict access to the site while the UAV is in operation, and to provide advance notice to all individuals, located in the vicinity of the project, of said restriction.

22. DISPUTE RESOLUTION

Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to the same dispute resolution provisions as set forth in the Prime Agreement, except that if the claim, dispute or other matter in questions is unrelated to a dispute between the Client and Owner, or if Nitsch Engineering is legally precluded from being a party to the dispute resolution procedures set forth in the Prime Agreement, then claims, disputes or other matters in question shall be resolved in accordance with the procedures set forth in this Article 22. If such matter relates to or is the subject of a lien arising out of Nitsch

Engineering's services, Nitsch Engineering may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter under the dispute resolution provisions set forth in the Prime Agreement.

If claims, dispute or matters in question are unrelated to a dispute between the Client and Owner, or if Nitsch Engineering is legally precluded from being a party to the dispute resolution procedures set forth in the Prime Agreement, then such claims, disputes or matters in question shall be subject to the following process.

Prior to the initiation of any legal proceedings, the parties agree to submit all claims, disputes, or controversies arising out of, or in relation to the interpretation, application, or enforcement of this Agreement to non-binding mediation. Mediation shall be conducted under the auspices of the Construction Industry Rules of the American Arbitration Association in accordance with its existing terms and procedures, unless the parties mutually agree otherwise. The cost of mediation shall be borne equally by the parties. The party seeking to initiate mediation shall do so by submitting a formal written request to the other party to this Agreement and the American Arbitration Association. This Article shall survive completion or termination of this Agreement, but under no circumstances shall either party call for mediation of any claim or dispute arising out of this Agreement after such period of time as would normally bar the initiation of legal proceedings to litigate such a claim or dispute under the laws of the Commonwealth of Massachusetts. In the event that the dispute is not resolved in mediation, the parties may submit the dispute to litigation in a court of competent jurisdiction, which shall be the method of binding dispute resolution for any claim or dispute under this Agreement.

CONTRACT TERMS
 Nitsch Proposal # _____
 (Modified November 15, 2019)

EXHIBIT A
 Hourly Billing Rates

The hourly billing rates are subject to change as a result of changes in market conditions. The current hourly billing rates are, as follows:

Department: Land Survey	
Senior Project Manager – Survey, PLS	\$150.00
Project Manager – Survey, PLS	\$150.00
Project Surveyor, PLS	\$150.00
Senior Survey Technician	\$140.00
Survey Technician 3	\$125.00
Survey Technician 2	\$110.00
Survey Technician 1	\$95.00
Administrative	\$80.00
Survey Robotic Services	\$140.00
Other Services, include:	
Expert Witness	\$310.00
GIS Manager	\$130.00



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SITE DEVELOPMENT REQUIREMENTS	3.1.5
EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
INITIAL SPACE SUMMARY	3.1.3
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From: [Denis R. Seguin](#)
To: [Trivas, Brooke](#)
Cc: [Weaver, Susan](#); [Liu, Xi](#)
Subject: RE: Stoneham High School
Date: Thursday, July 9, 2020 10:13:32 AM
Attachments: [image002.png](#)
[image003.png](#)
[image005.png](#)
[image006.png](#)
[image007.png](#)
[image001.png](#)

The wetlands is included where it would impact. We only doing those areas that would impact the site. This site has a substantial number of wetlands to the south. We're doing the northern edge. We're not chasing it in and out of the woods in areas that don't affect the design. There's a brook that comes in from the north that's also included.

Denis Seguin, PLS | Vice President -- Land Surveying

Nitsch Engineering | 2 Center Plaza, Suite 430, Boston, MA 02108 | www.nitscheng.com
 Main: 617-338-0063 | Direct: 857-206-8723 | Cell: 617-691-7043 | DSeguin@nitscheng.com
 A Women-Owned Business Enterprise

Celebrating 30 years of building better communities with you
 Boston, MA | Lawrence, MA | Worcester, MA | Washington, DC



From: Trivas, Brooke <Brooke.Trivas@perkinswill.com>
Sent: Thursday, July 9, 2020 10:06 AM
To: Denis R. Seguin <dseguin@nitscheng.com>
Cc: Weaver, Susan <Susan.Weaver@perkinswill.com>; Liu, Xi <Xi.Liu@perkinswill.com>
Subject: Stoneham High School

External Sender

What about wetland delineation where there may be critical impact to the siting location and design work.

Brooke

Brooke Trivas
 Practice Leader, Principal
 t +16174063440 m +16179533812



From: Denis R. Seguin <dseguin@nitscheng.com>
Sent: Monday, June 29, 2020 6:56 PM
To: Trivas, Brooke <Brooke.Trivas@perkinswill.com>
Cc: Weaver, Susan <Susan.Weaver@perkinswill.com>
Subject: Re: Stoneham High School

Yes, this will get us to DD phase.

Sent from my iPhone

On Jun 29, 2020, at 6:20 PM, Trivas, Brooke <Brooke.Trivas@perkinswill.com> wrote:

External Sender

We won't have any more money until DD phase. Is that what you mean?

Brooke

Brooke Trivas
 Practice Leader, Principal
 t +16174063440 m +16179533812

<[image001.png](#)>

From: Denis R. Seguin <dseguin@nitscheng.com>
Sent: Monday, June 29, 2020 3:28 PM
To: Trivas, Brooke <Brooke.Trivas@perkinswill.com>
Cc: Weaver, Susan <Susan.Weaver@perkinswill.com>
Subject: RE: Stoneham High School

It's a drone survey with horizontal and vertical control, and boots on the ground for utilities, existing building and wetlands and Lidar for contours in the wooded areas . This is not a full survey with Boundary and hard surfaces topo. This survey will have good contour elevations, asphalt location, building location and wetlands. Once you get SMBA approval, we'd need to update it with additional topo and boundary estimated to be an additional \$30,000 - \$40,000.

Denis Seguin, PLS | Vice President -- Land Surveying

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<image002.png>

<image003.png>

<image004.jpg>

<image005.png>

<image006.png>

<image007.png>

From: Trivas, Brooke <Brooke.Trivas@perkinswill.com>
Sent: Monday, June 29, 2020 3:11 PM
To: Denis R. Seguin <dseguin@nitscheng.com>
Cc: Weaver, Susan <Susan.Weaver@perkinswill.com>
Subject: RE: Stoneham High School

External Sender

Thank you.
 Help me out here.

This is not an on the ground survey but rather drone?

Will this get us fully through Schematic Design? Or once we know the site we need to do more.

Thanks!

Brooke

Brooke Trivas
 Practice Leader, Principal
 t +16174063440 m +16179533812

<image008.png>

From: Denis R. Seguin <dseguin@nitscheng.com>
Sent: Monday, June 29, 2020 2:20 PM
To: Trivas, Brooke <Brooke.Trivas@perkinswill.com>
Cc: Weaver, Susan <Susan.Weaver@perkinswill.com>
Subject: RE: Stoneham High School

Hi Brooke,

I prepared a proposal for Stoneham. It's basic service to get by phase 1.

Denis Seguin, PLS | Vice President -- Land Surveying

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<image002.png>

<image003.png>

<image004.jpg>

<image005.png>

<image006.png>

<image007.png>

From: Trivas, Brooke <Brooke.Trivas@perkinswill.com>
Sent: Friday, June 26, 2020 1:08 PM
To: Fletcher, Alyson <afletcher@nelsonnygaard.com>; Guerra, Vincent <vguerra@nelsonnygaard.com>; Carr, Theresa <TCarr@nelsonnygaard.com>; Ammar Dieb <adieb@uec-env.com>; Amy Happ (PM&C <amyhapp@pmc-ma.com>; peterbradley@pmc-ma.com; Carr, Theresa <TCarr@nelsonnygaard.com>; Douglas Faria <dfaria@edvancetech.com>; Edward G. Dolan <EGD@bala.com>; JEL@bala.com; Carol W. DeVeuve <CWD@bala.com>; fsiddique@fsengrs.com; fl@franklocker.com; madjid.lahlaf@lgcinc.net; NJ Ollsten <njollsten@nextstage-online.com>; RGreenleaf@arcengrs.com; Virginia Steigerwald <vsteigerwald@nitscheng.com>; David Conway <DConway@nitscheng.com>; Denis R. Seguin <dseguin@nitscheng.com>; Michael Doyle <mdoyle@arcengrs.com>; Carl Nelson <carln@crctfire.com>; mkiesman@crctfire.com; 'John Sousa' <jsousa@crabtree-mcgrath.com>; David Warner <DWarner@warnerlarson.com>; balram@bplusac.com; Rios, Jeffrey <JRios@akfgroup.com> <Rios>; Jeffrey <JRios@akfgroup.com>;



gleitermann@nextstage-online.com
Cc: Weaver, Susan <Susan.Weaver@perkinswill.com>
Subject: Stoneham High School

External Sender

Hello Stoneham Team.
 We hope this email finds you well and safe.

We looking for your fee for Stoneham today.
 Susan Weaver sent the request and we have heard back from some of you but not all.
 If there is a reason that you are unable to meet this request kindly let us know.

Thank you and take care.
 Happy Friday

Brooke

Brooke Trivas
 Practice Leader, Principal
 t +16174063440 m +16179533812

<image008.png>

This E-mail message and its attachments (if any) are intended only for the designated recipient(s). In addition, this message and the attachments (if any) may contain information that is proprietary, confidential, or privileged and exempt from disclosure or otherwise protected under applicable law. If you are not the designated recipient of this message, you may not read, disclose, reproduce, distribute, disseminate or otherwise use this transmission. Delivery of this message to any person other than the intended recipient is not intended to waive any right or privilege. If you have received this message in error, please promptly notify the sender or Nitsch Engineering, Inc. by reply E-mail and immediately delete this message from your system.

June 18, 2020

Ms. Brooke Trivas
 Perkins + Will
 225 Franklin Street, Suite 1100
 Boston, MA 02110

Reference: **Proposal for Hazardous Materials Inspection Services
 Stoneham High School, Stoneham, MA**

Dear Ms. Trivas:

Thank you for the opportunity for Universal Environmental Consultants (UEC) to provide professional services.

We are pleased to submit our proposal for the above referenced project.

Should this proposal meet with your approval, kindly execute, and return the enclosed proposal.

Please do not hesitate to call me at (508) 628-5486 if you have questions about this proposal or our services.

Very truly yours,

Universal Environmental Consultants

Ammar M. Dieb
 President

UEC:\proposals\IDM\P&W- Stoneham High School-I

Enclosure

Universal Environmental Consultants
 12 Brewster Road
 Framingham, MA 01702

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SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6

**PROPOSAL
FOR
HAZARDOUS MATERIALS INSPECTION SERVICES
AT THE
STONEHAM HIGH SCHOOL
STONEHAM, MA**

UEC will provide the following services.

SCOPE OF WORK:

Services will be provided by Massachusetts licensed asbestos inspectors. Inspection will be per MSBA guidelines.

- A. **Previous Reports** – Obtain a copy of any previous and AHERA reports.
- B. **Inspection for Asbestos Containing Materials (ACM)** – Conduct a determination inspection of the School. Inspection in accordance with Environmental Protection Agency (EPA) NESHAP regulations including destructive testing must be performed during the design phase.
- C. **Bulk Samples Collection** – Collect bulk samples from suspect materials and analyze these samples for asbestos by Polarized Light Microscopy (PLM) using the Point Count Method (if needed). Bulk samples will be collected and analyzed from the following materials suspected to contain asbestos:

Floor Tile and Mastic	Ceiling Tile	Glue on Ceiling Tile	Thermal Insulation
Window Putty	Door Putty	Stage Curtain	Ceiling/Wall Plaster
Transite Board	Vapor Barriers	Soffit Panels	Fireproofing
Science Lab Tables	Unit Vent Grilles Sealant	Skim Coat	Paper under Hardwood
Other suspect ACM			
- D. **Inspection for Polychlorinated Biphenyls (PCB's) in Caulking** – Perform a visual inspection of caulking. No testing will be performed.
- E. **Inspection for PCB's** – Perform a visual inspection of the light fixtures for the presence of PCB's in ballasts and mercury in tubes. No testing will be performed.
- F. **Inspection for underground oil storage tanks** – Conduct a visual inspection for underground oil storage tanks.
- G. **Testing for mercury in rubber flooring** – Collect two (2) bulk sample from rubber flooring and analyze for mercury. If mercury was found additional sampling of the slab will be required to be performed during the design phase.
- H. **Testing for radon** – Collect ten (10) air samples for radon and analyze per EPA.
- I. **Testing for Mold** – Perform a visual inspection for mold growth and collect ten (10) air samples and analyze for mold.
- J. **Prepare a Final Report** – Prepare a final report with samples results, locations and quantities of ACM and other hazardous materials and cost estimates for remediation.

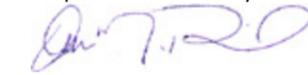
Universal Environmental Consultants
12 Brewster Road
Framingham, MA 01702

FEE:

Fee for services will be charged on a Lump Sum basis
The Lump Sum fee of \$ 4,500.00

The hourly rate for the project manager \$ 125.00

Proposal Authorized By:



Ammar M. Dieb
President

Proposal Accepted by:

Signature: _____

Name: _____

Title: _____

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3.1.6

Universal Environmental Consultants
12 Brewster Road
Framingham, MA 01702



STONEHAM HIGH SCHOOL
Town of Stoneham

MEMORANDUM

To: Town of Stoneham
 From: Nelson\Nygaard via Perkins & Will
 Date: August 3, 2020
 Subject: Traffic and Circulation Study Scope and Fee

Existing Conditions

Task 1: Existing Traffic Analysis Review

- Nelson\Nygaard will review the 2013 counts collected from the [Weiss Farm development Traffic Impact Study](#) and create an existing conditions model for Franklin Place at Franklin Street, Franklin Street at Pleasant Street, and Franklin Street at Summer Street
- A synchro model will be created for the above three intersections signals to examine existing conditions and to summarize turning movement patterns, Level of Service, and queue lengths. The results will be documented in one figure and one table to be included in the existing conditions documentation chapter.
- Nelson\Nygaard will also review the transportation considerations laid out in the Stoneham Middle School study, which assessed the site and the intersection of Franklin Street at Franklin Place, but will use the more recent counts included in the above TIS.
- Nelson\Nygaard will project the 2013 counts to an assumed 2020 level of traffic, by using a traffic growth rate assumption approved by the Client.

Task 2: Documentation

- Write report chapter summarizing access conditions, circulation patterns, walking and biking connectivity, school bus circulation, parking and intersection design and performance
- Incorporate up to one round of non-conflicting edits to existing traffic and circulation report

Task 3: Presentation

- Create one slide deck of the existing traffic and circulation conditions that can be used for community/board committee meetings

Schematic Design

Task 1: Future Conditions Modelling

- Based on review of existing traffic conditions and potential geometric safety issues, Nelson\Nygaard will recommend up to two redesign concepts for the main Franklin Place

at Franklin Street intersection and for the layout of Franklin Place as an accessway to and from the school.

- Using synchro and including future student population growth, Nelson\Nygaard will model the same three intersections examined during existing conditions to assess future Level of Service and queue lengths.
- Nelson\Nygaard will model future turning movements for the Franklin Place and Franklin Street intersection for up to one alternative intersection design (to be selected during the above redesign review). The results of the future intersection traffic analysis will be documented in one figure and one table to be included in the existing conditions documentation chapter.
- Nelson\Nygaard will run one turning radii test for the max design vehicle to access the site (design vehicle to be confirmed by Town and School facilities staff). This test will be run on the intersection of Franklin Street at Franklin Place and for up to two internal site circulation intersections. The results of the analysis will be included as images in slides to inform the design team. And the turning test templates will be delivered in AutoCAD to the landscape team for inclusion for future design of the site circulation and material details.

Task 2: Schematic Design Revisions

- Nelson\Nygaard will assist the team in the access sequence, informing the parking program, and walking and biking connectivity and internal circulation
- Nelson\Nygaard will give guidance to the landscape team on recommended bike parking, scale of parking spaces, and bicycle and pedestrian crossing treatments internal to the site and at the main intersection at Franklin Place and Franklin Street

Task 3: Presentation

- If needed, Nelson\Nygaard will prepare up to one slide deck to explain design concepts in the proposed access design alternative

Meetings

Nelson\Nygaard will participate in up to:

- 1 site walk visit with design team and school administration – complete July 8th, 2020
- 1 internal design meetings
- 2 committee meeting presentations
- 2 Board meetings
- 2 community meetings

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STONEHAM HIGH SCHOOL
Town of Stoneham

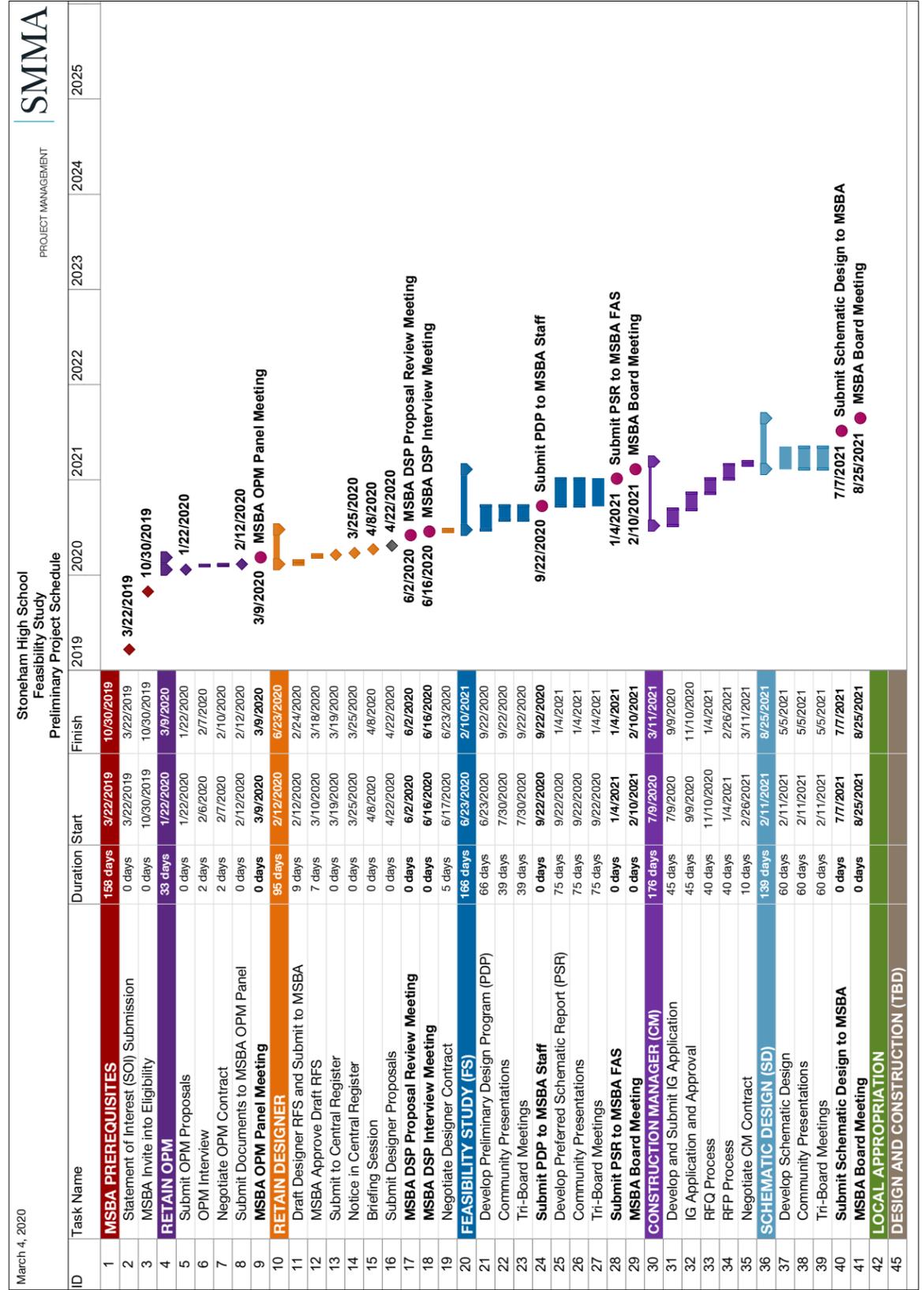
FEE

Existing Conditions Analysis and Documentation: \$9,550

Schematic Design, Future Analysis, and Documentation: \$4,700

Meetings: \$4,500

TOTAL FEE: \$18,750



March 4, 2020

SMMA

PROJECT MANAGEMENT

2019

2020

2021

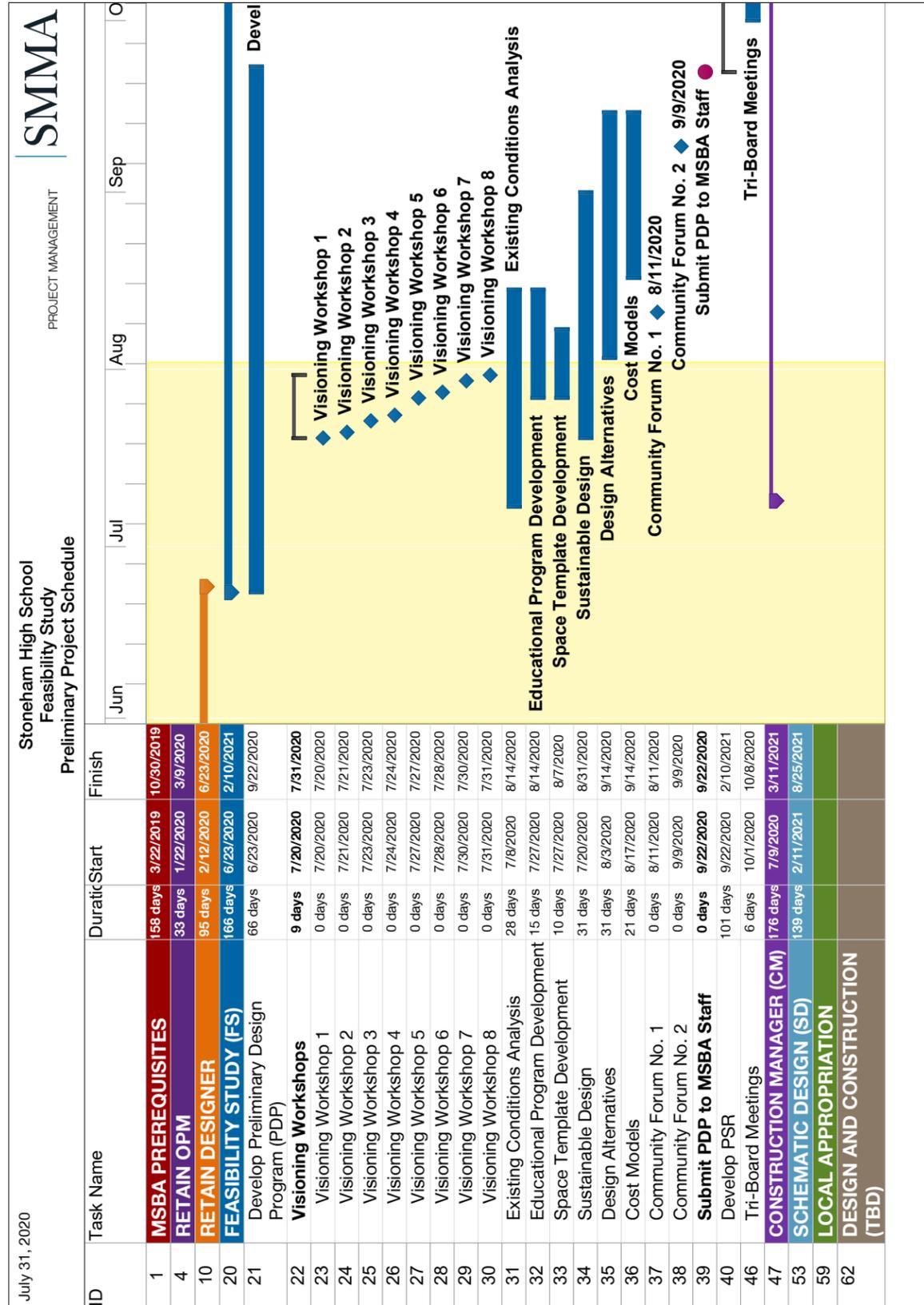
2022

2023

2024

2025

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Project Minutes

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: PR Subcommittee Meeting
 Location: Remote Locations
 Distribution: Attendees (MF)

Project No.: 20033
 Meeting Date: 7/29/2020
 Time: 11:30am
 Meeting No: 1

Attendees:

PRESENT	NAME	AFFILIATION
✓	Sharon Iovanni	Chair PR Subcommittee, Community Member
✓	Marie Christie	Co-Chair School Building Committee
✓	Nicole Nial	School Committee Member
✓	Raymie Parker	Chair, Select Board
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee
✓	Brooke Trivas	Perkins and Will
✓	Joel Seeley	SMMA

Item #	Action	Discussion
1.1	Record	<p>The dates for the virtual Community Forums during the PDP Phase were discussed and agreed as follows:</p> <ol style="list-style-type: none"> August 11, 2020 at 6:30pm September 9, 2020 at 6:30pm <p>The following actions were agreed upon:</p> <ol style="list-style-type: none"> R. Parker to draft a press release for review by the Subcommittee. J. Seeley to obtain the GoToMeeting link from Amy Palmerino. S. Iovanni to submit press release to local newspaper by 7/31/20. J. Seeley to draft text for Flyer for Community Forum No. 1. B. Trivas to brand the flyer and send to Subcommittee for issuance. L. Gallagher to assemble a Google.Doc for potential email contacts for the Subcommittee to send the flyer to individually and thru social media. R. Parker will contact D. Sheehan for email address.

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

www.smma.com

JGS/sat/P:\2020\20033\04-MEETINGS\4.3 Mtg_Notes\PR Subcommittee\Prsubcommitteemeeting_29July2020.Docx

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FOR IMMEDIATE RELEASE:

Contact Sharon Iovanni
781-248-9754
sharon.iovanni@rcn.com



HEADLINE: Stoneham High School Feasibility Study Community Forum Hosted by Stoneham School Building Committee

The Stoneham School Building Committee (SSBC) invites residents and community stakeholders to an interactive online presentation to update you on the planning of the Stoneham High School Project.

The SSBC is in the feasibility phase of the process, and we are looking for community input. There will be a presentation followed by a Q & A session on Tuesday, August 11, 2020 at 6:30 p.m.

For this meeting, you can join us via computer or tablet on the following link:
<https://global.gotomeeting.com/join/942765229>

You may also dial in via phone at: [+1 \(224\) 501-3412](tel:+12245013412) Access Code 942-765-229

The presentation will be made available on the Town of Stoneham SSBC website:
<https://www.Stoneham-Ma.Gov/hsbc>

Any questions in advance or after presentations can be emailed to SSBC@Stoneham-Ma.gov

- 30 -

Stoneham High School Feasibility Study Community Forum 01

Hosted by the Stoneham School Building Committee (SSBC)

Join us for a community meeting to learn about and share your thoughts on a new or renovated school project!

EDUCATIONAL PROGRAMMING /

Gain an understanding of:

- The Visioning sessions and the steps taken to develop the program

PROCESS AND SCHEDULE /

Find out:

- What is the MA School Building Authority (MSBA)
- How the Town is partnering with the MSBA
- What is the project schedule and process

FEASIBILITY STUDY

Learn about:

- What is a Feasibility Study and what is its scope
- The steps required to develop the study

Perkins&Will

Join us by **CLICKING** on the link:
<https://global.gotomeeting.com/join/942765229>

or **CALLING**

+1 (224) 501-3412 Access Code 942-765-229

🕒 6:30pm

📅 August 11, 2020

📍 Online

email: SSBC@Stoneham-Ma.gov
website: [Stoneham-Ma.Gov/hsbc](https://www.Stoneham-Ma.Gov/hsbc)



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STONEHAM HIGH SCHOOL FEASIBILITY STUDY SCHOOL BUILDING COMMITTEE	
MEETINGS SCHEDULE AND AGENDAS June 10, 2020 Updated July 29, 2020	
DATE	AGENDA
Feasibility Study Phase (PDP)	
June 22, 2020	SCHOOL BUILDING COMMITTEE MEETING Introduction of Architects Approval of Architect's Proposal Discussion of Project Goals Discussion of Detailed Schedule
July 6, 2020	SCHOOL BUILDING COMMITTEE MEETING Discussion of Educational Programming Process Discussion of Existing Conditions Discussion of Alternative Sites
July 20, 2020	SCHOOL BUILDING COMMITTEE MEETING Existing Conditions Update Discussion of Sustainable Design
July 20, 2020	EDUCATIONAL VISIONING WORKSHOP #1
July 21, 2020	EDUCATIONAL VISIONING WORKSHOP #2
July 23, 2020	EDUCATIONAL VISIONING WORKSHOP #3
July 24, 2020	EDUCATIONAL VISIONING WORKSHOP #4
July 27, 2020	EDUCATIONAL VISIONING WORKSHOP #5
July 28, 2020	EDUCATIONAL VISIONING WORKSHOP #6
July 30, 2020	EDUCATIONAL VISIONING WORKSHOP #7
July 31, 2020	EDUCATIONAL VISIONING WORKSHOP #8
August 3, 2020	SCHOOL BUILDING COMMITTEE MEETING Educational Programming Update Existing Conditions Update Sustainable Design Update Discussion of Design Alternatives
August 11, 2020	COMMUNITY FORUM NO. 1 - INTRODUCTIONS, STUDY SCHEDULE, EXISTING CONDITIONS & EDUCATIONAL PROGRAM
August 17, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Discussion of Cost Models Discussion of Construction Delivery Methods
August 31, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Cost Models Update
September 9, 2020	COMMUNITY FORUM NO. 2 - DESIGN ALTERNATIVES, COST MODELS
September 14, 2020	SCHOOL BUILDING COMMITTEE MEETING Review Refined Design Alternatives and Phasing Review Cost Models Vote to Submit PDP and Top 3 Alternatives
September 22, 2020	SUBMIT PDP PACKAGE TO MSBA
	ADDITIONAL MEETINGS TO BE SCHEDULED

Stoneham High School Feasibility Study

Stoneham, MA
July 21, 2020 (updated 7/22/20)

PRELIMINARY DESIGN PROGRAM (PDP) – REQUIREMENTS

REFERENCE	ITEM	RESPONSIBILITY
	➤ TRANSMITTAL LETTER	SMMA
	➤ COVER	P & W
	➤ TABLE OF CONTENTS	P & W
MSBA 3.1.1	➤ INTRODUCTION <input type="checkbox"/> Summary Overview of: <ul style="list-style-type: none"> ○ Statement of Interest ○ Date of MSBA Invitation ○ Agreed upon Design Enrollment <input type="checkbox"/> Summary of Capital Budget Statement <input type="checkbox"/> Project Directory <input type="checkbox"/> Project Schedule	SMMA SMMA SMMA District-Dennis SMMA SMMA
MSBA 3.1.2	➤ EDUCATIONAL PROGRAM	District - Bryan
MSBA 3.1.3	➤ INITIAL SPACE SUMMARY <input type="checkbox"/> MSBA Space Summary Template <input type="checkbox"/> Scaled Floor Plans of the Existing Facility <input type="checkbox"/> Narrative Description of Variances between the District's Proposed Program and the MSBA Guidelines	P & W P & W P & W w/District support
MSBA 3.1.4	➤ EVALUATION OF EXISTING CONDITIONS <input type="checkbox"/> Site Title <input type="checkbox"/> Historic Clearance – MHC PNF <input type="checkbox"/> Site Evaluation <input type="checkbox"/> Building Evaluation <input type="checkbox"/> Code Evaluation of Existing Building <input type="checkbox"/> MAAB/ADA Evaluation of Existing Building <input type="checkbox"/> Structural Evaluation <input type="checkbox"/> Systems Evaluation <input type="checkbox"/> Determine the need for Geotechnical Evaluation and Soils Exploration <input type="checkbox"/> Traffic Evaluation <input type="checkbox"/> Phase I Initial Site Investigation <input type="checkbox"/> Hazardous Material Assessment	District - Dennis P & W P & W
MSBA 3.1.5	➤ SITE DEVELOPMENT REQUIREMENTS <input type="checkbox"/> Site orientation and narrative describing location considerations and issues <ul style="list-style-type: none"> ○ Structures and fences ○ Site access and circulation ○ Parking and paving ○ Utilities ○ Athletic fields and outdoor educational spaces <input type="checkbox"/> Accessibility Requirements <input type="checkbox"/> Code setbacks and limitations <input type="checkbox"/> Zoning setbacks, easements and limitations <input type="checkbox"/> MEPA Restrictions <input type="checkbox"/> Wetlands and/or Flood Restrictions <input type="checkbox"/> Emergency vehicle access <input type="checkbox"/> Safety and Security Requirements	P & W P & W P & W P & W P & W P & W P & W

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Stoneham High School Feasibility Study

Stoneham, MA
July 21, 2020 (updated 7/22/20)

REFERENCE	ITEM	RESPONSIBILITY
MSBA 3.1.6	<p>➤ PRELIMINARY EVALUATION OF ALTERNATIVES – should include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Analysis of school district student school assignment practices and available space in other schools in the district <input type="checkbox"/> Tuition agreements with adjacent school districts <input type="checkbox"/> Rental or acquisition of existing buildings for school use <input type="checkbox"/> Base repair option – to meet minimum code requirements <ul style="list-style-type: none"> ○ Code Upgrade ○ Renovation and Additions ○ New Building Construction <p><u>Include for each Alternative</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Description of the Alternative <input type="checkbox"/> Examination of degree it fulfills Educational Program Requirements <input type="checkbox"/> Examination of variation from the spaces identified in the Initial Space Summary <input type="checkbox"/> How it addresses Site and Facility Goals and Objectives <input type="checkbox"/> Assess impact on Construction Phasing <input type="checkbox"/> Estimated Preliminary Construction Costs <input type="checkbox"/> Estimated Preliminary Project Costs <p><u>Results of Preliminary Alternatives should include:</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Evaluation Criteria <input type="checkbox"/> How it did/did not address the criteria <input type="checkbox"/> Advantages and Disadvantages of each Alternatives <input type="checkbox"/> Comparative Cost Analysis <p>Conclude with a list of three (minimum) Distinct Alternatives</p>	<p>District - <i>John</i></p> <p>District - <i>John</i></p> <p>District - <i>John</i></p> <p>P & W</p> <p>SMMA</p> <p>P & W</p>
MSBA 3.1.7	<p>➤ LOCAL ACTIONS AND APPROVAL CERTIFICATION</p> <ul style="list-style-type: none"> <input type="checkbox"/> Use Template in Module 3 – Appendix 3D 	District/SMMA
MSBA 3.1.1 MSBA 3.1.1 MSBA 3.1.1	<p>➤ APPENDIX</p> <ul style="list-style-type: none"> <input type="checkbox"/> Copy of SOI <input type="checkbox"/> Copy of the MSBA Board Action Letter <input type="checkbox"/> Copy of the MSBA Design Enrollment Letter 	<p>District – <i>John rec'd</i></p> <p>District – <i>John</i></p> <p>District – <i>John rec'd</i></p>

p:\2020\20033\03-design\3.4 submissions\pdp_submission\preliminary design program requirements-rev1.doc



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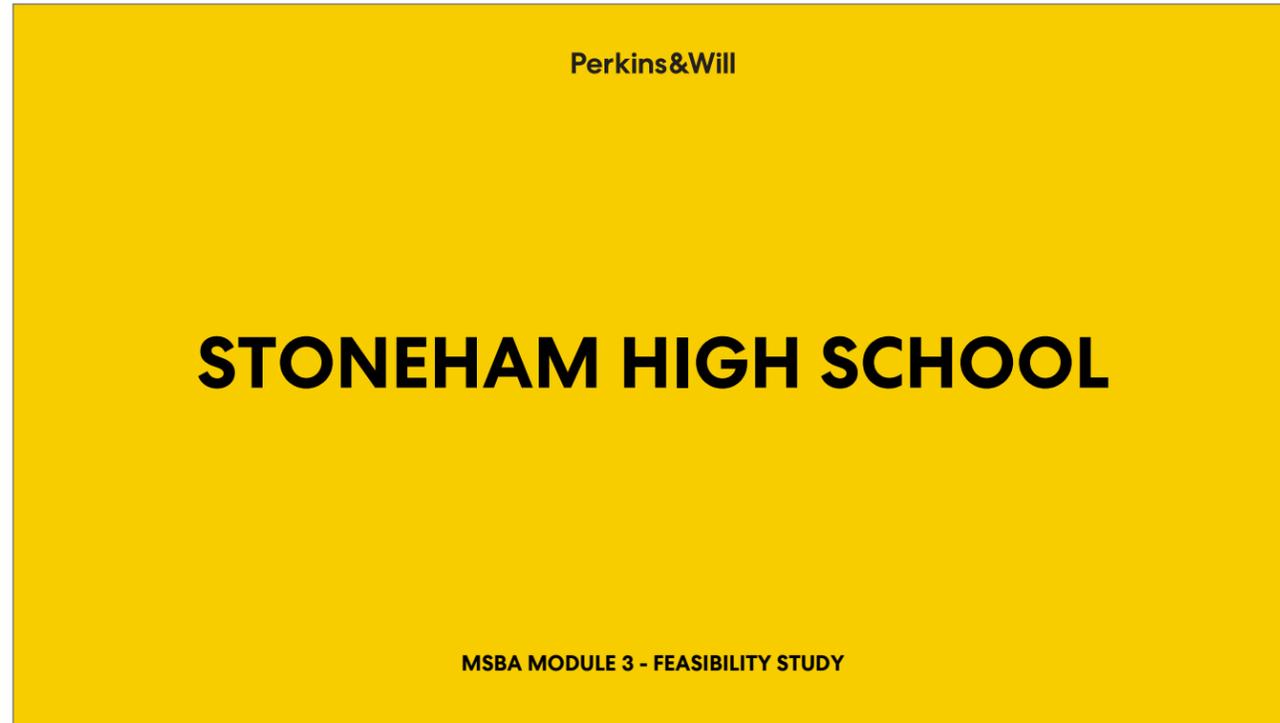
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COMMUNITY MEETING PRESENTATION



COMMUNITY MEETING PRESENTATION



AGENDA

- 1/ EDUCATIONAL PROGRAMMING UPDATE
- 2/ EXISTING CONDITIONS UPDATE
- 3/ SUSTAINABLE DESIGN UPDATE
- 4/ SITE PLANNING SCENARIOS



Aerial View of Stoneham High School

EDUCATIONAL SPACE SUMMARY SAMPLE

Perkins&Will
Educational Space Summary - DRAFT
7/28/2020

Stoneham High School	Existing Conditions			PROPOSED			MSBA Requirements
	ROOM #	# OF ROOMS	area total	ROOM #	# OF ROOMS	area total	
MSBA 1215							
CORE ACADEMICS			26,573			26,573	26,573
Classroom - General	300	20	10,000			10,000	10,000
Classroom - Science	300	2	1,000			1,000	1,000
Classroom - General	1,900	7	7,573			7,573	7,573
Teacher Planning				1	1	2,000	2,000
Small Group Seminar (20-30 seats)				2	2	1,000	1,000
Student Commons / Lab				1	1	1,000	1,000
Drug Shop				1	1	1,000	1,000
Department Office	300	4	1,200			1,200	1,200
Department Office	1,100	1	1,100			1,100	1,100
Department Office	1,240	1	1,240			1,240	1,240
Central Chemical Storage Bldg	100	1	100			100	100
SPECIAL EDUCATION			6,000			6,000	6,000
Self-contained self-contained	300	2	1,000			1,000	1,000
Self-contained SPED				1	1	4,750	4,750
Self-contained SPED				1	1	300	300
Resource Room	100	1	1,000			1,000	1,000
Small Group Meeting				1	1	1,000	1,000
Life Skills							
ARTS & RECREATION			6,400			6,400	6,400
Art Classroom - 20 seats				1	1	2,000	2,000
Art Classroom - 10 seats				1	1	1,000	1,000
Band - 100 seats				1	1	1,000	1,000
Chorus - 100 seats				1	1	1,000	1,000
Ensemble	300	1	300			300	300
Music Practice	30	1	300			300	300
Music Storage	200	1	200			200	200
SCIENCE & TECHNOLOGY			7,200			7,200	7,200
Technology/Engineering Rooms - Computer Lab	300	2	1,200			1,200	1,200
Technology/Engineering Rooms - Computer Lab	1,400	1	1,400			1,400	1,400
Technology/Engineering Rooms - Computer Lab	300	1	300			300	300
Technology Shop - Core - Wood Shop/Printer Lab	1,900	1	1,900			1,900	1,900
Technology Shop - Core - Wood Shop/Printer Lab	1,900	1	1,900			1,900	1,900
Robot Shop	100	1	100			100	100

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Existing Conditions/
Landscape: Warner Larson

Parcel ID:

284-08-134

284-02-152

Parcel Size:

38.88 acres

0.75 acres

Zoning: Education

Physical Conditions

+/-30' Grade Change

194' at Tennis Courts

164' at Wetlands

Exposed Ledge

Perkins&Will



Existing Conditions/
Landscape

One-way loop off Franklin St

3 main parking lots

Visitor parking

Service parking

Track facility parking

Perkins&Will



Existing Conditions/
Landscape

Significant cracking in asphalt driveway and parking lots

Granite curbing moderate condition

Asphalt berm in poor condition

Perkins&Will



Existing Conditions/
Landscape

Accessibility

- 4 spaces at Main Entrance

- 1 space at Tennis Courts

- Lack of curb cuts and detectable warning

Perkins&Will



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COMMUNITY MEETING PRESENTATION

Existing Conditions/
Landscape

Pedestrian entrance through landscape median along Franklin Place

Informal entrances

Entrance plaza at building



Perkins&Will

COMMUNITY MEETING PRESENTATION

Existing Conditions/
Landscape

10: Football Field

11: High Jump

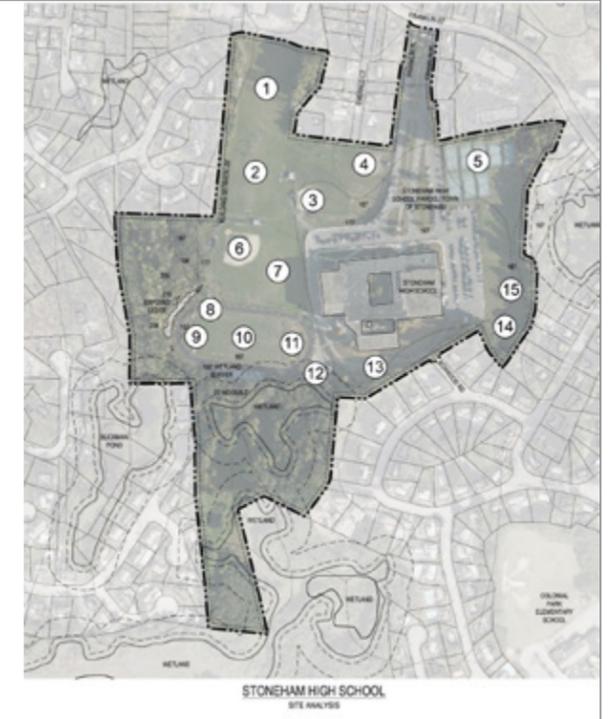
12: Pole Vault

13: Shotput

14: Discus

15: Javelin and Practice Field

Perkins&Will



Existing Conditions/
Landscape

1 & 2: Soccer/Lacrosse

3 & 4: Softball

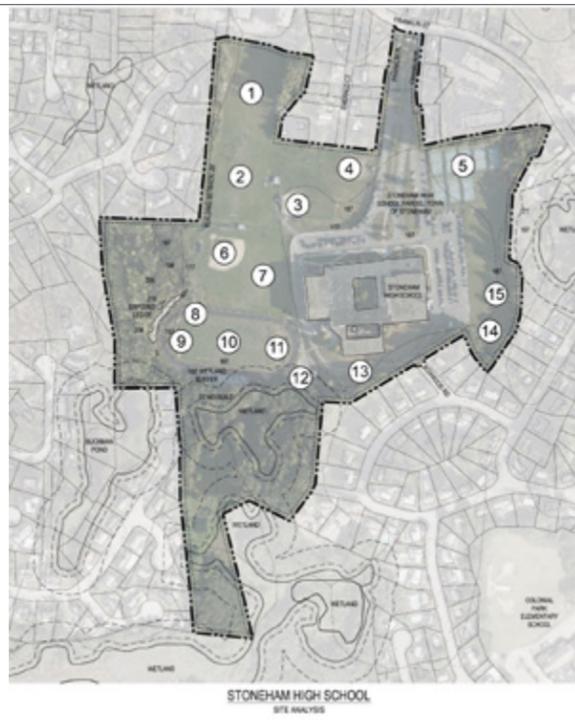
5: Tennis Courts

6 & 7: Baseball and Field Hockey

8: Track

9: Long/Triple Jump

Perkins&Will



Existing Conditions/
Landscape

No ADA access to spectator seating

Soccer field in moderate condition and failing fence

Perkins&Will



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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Existing Conditions/
Landscape

Softball- Saul Weiss Reconstructed
2002 in good condition

Irrigation systems



Perkins&Will

Existing Conditions/
Landscape

Leo Herlihy Memorial Tennis Courts, 8 total

Fair/Poor Condition

Limited accessibility

Terraced Configuration



Perkins&Will

Existing Conditions/
Landscape

Rocher-Fillback Track Facility

- Bleachers or pressbox not accessible

- Previous sinkhole issues on football field



Perkins&Will

Existing Conditions/
Landscape

Site Lighting

- Primarily roadway lighting

- Lack of pedestrian scaled lighting on site

- Wiring problems with sports lighting



Perkins&Will

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PRELIMINARY EVALUATION
OF OPTIONS

COMMUNITY MEETING PRESENTATION

Existing Conditions/
Landscape

Limited outdoor café seating

Greenhouse and gardens

No structured outdoor classrooms



Perkins&Will

Existing Conditions/
Civil : Nitsch Engineering

Site Utilities

48-inch Storm Drain-Shown in Green
Route could be adjusted, slightly

Sanitary Sewer-Shown in Red
Sufficient capacity
Elevation an issue if construction is on lower fields

Water lines-Shown in Blue
Portions of existing system could be incorporated
into new campus configuration



Perkins&Will

COMMUNITY MEETING PRESENTATION

Existing Conditions/
Code Compliance (General): Code Red

Construction Type

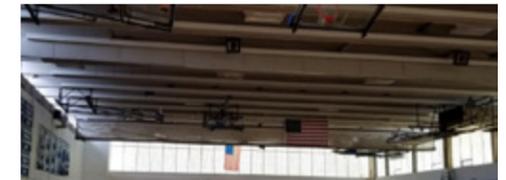
- Concrete, Unprotected Steel
- Existing insufficient to support addition
- Fire Wall construction

Fire Protection

- New Sprinkler and Fire Alarm Systems required

Egress

- Unenclosed stairs
- Exits to be reevaluated based on new layouts
- Gym up to 1,000 occupants



Perkins&Will

Existing Conditions/
Code Compliance (Accessibility)

Extensive Upgrades Required:

- Bathrooms
- Locker Rooms
- Entrances
- Auditorium Seating
- Stage Access
- Routes throughout



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PRELIMINARY EVALUATION OF OPTIONS 3.1.6

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Structural: B+AC**

Framing Construction:

- Generally corresponds to record drawings available
- Floors are cast in place concrete, except for concrete plank gym addition
- Roofs are reinforced concrete. Cast in place at classrooms. Precast at gym, auditorium, kitchen/café. Steel at classroom addition.
- Steel framing at classroom addition, concrete and masonry otherwise
- Foundations are conventional spread footings

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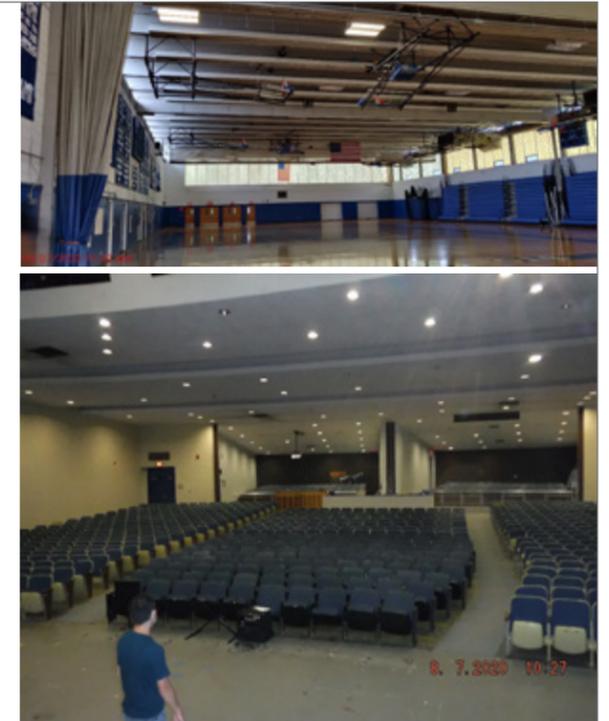
COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Structure**

Structural Considerations:

- Seismic bracing may be needed for walls and structure
- Expansion joints may need to be addressed
- Auditorium: No house fly, trap or pits present. May need framing work
- Gym: Structure displaying signs of aging. Should be repaired to keep. May need seismic bracing.

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**Existing Conditions/
Structure**

Structural Conditions

- Overall fair condition
- Spalling and cracking of concrete at multiple locations throughout the building.
- Minor cracks in masonry. Efflorescence at stage house back wall
- Many old leaks through roof. Active leaks at the classroom additions potentially due to incorrect execution of joint
- Gym roof to north column connection need repair

Perkins&Will



**Existing Conditions/
HVAC Systems: Bala Engineering**

Classrooms

- Classrooms served by heating only unit ventilators
- Cooling systems consist of local, through the wall AC Units

Auditorium / Gym /Locker Rooms /

- Cafeteria
- All spaces served by heating only unit ventilators and air handling systems

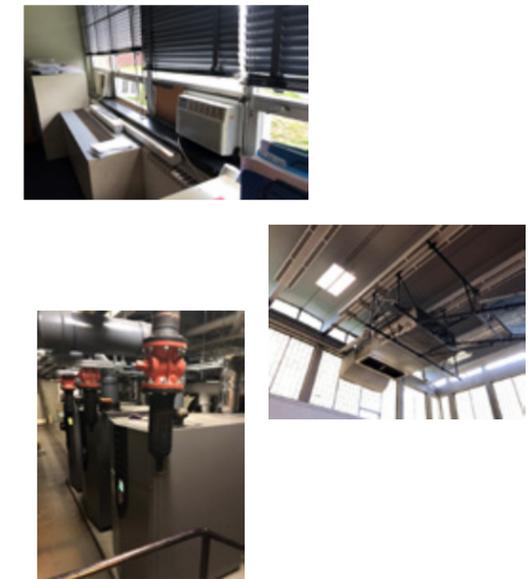
Administrative Areas

- Area served by heating and cooling rooftop unit

Recommendations

- All systems, with the exception of the boilers, are well past their useful life.
- Boilers will need to be evaluated based on the energy goals of the project.

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Electrical and Security Systems: Bala**

Power

- Electrical Distribution is original to the building and is in poor condition.
- Emergency equipment is well past useful life.

Lighting

- Lighting is fluorescent. Coverage is acceptable but fixtures are in poor condition and create a lot of glare.

Fire Alarm

- Fire alarm system is obsolete.
- System has limited coverage and no smoke detector coverage.

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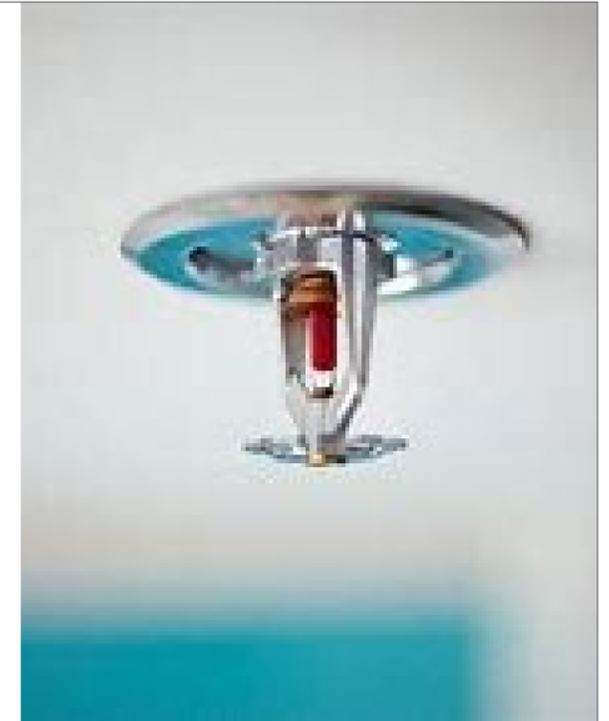


**Existing Conditions/
Fire Protection: Architectural Engineers**

No Water Based Fire Protection System in School

Renovations will require a new water service and sprinklers

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**Existing Conditions/
Electrical and Security Systems**

Security

- Security systems (access control and CCTV) are in good working condition. System is connected to a town wide system.
- System should be expanded on for additional coverage.

Recommendations

- All systems are recommended to be replaced.

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**Existing Conditions/
Plumbing: Architectural Engineers**

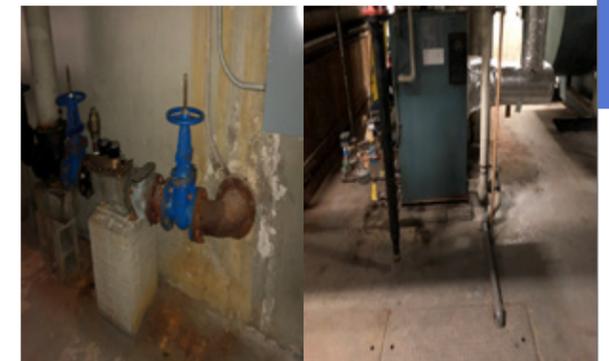
Plumbing Fixtures

- Old Models Need Replacement
- Manual Faucets & Flush Valves Not Water Saving Types
- Classroom Sinks & Faucets Older models need replacement

Domestic Water System

- Size & pressure of service adequate
- HW Boiler & Storage Tank old equipment needs replacement
- CW & HW Piping Systems and Valves are older and need replacement

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Plumbing**

Sanitary Waste System

- Some new piping observed
- Most piping older and needs replacement

Storm Drainage

- Roof drains good condition
- Interior piping is older and should be replaced.

Natural Gas

- Medium pressure gas service meets current building needs.
- Piping system in good condition.

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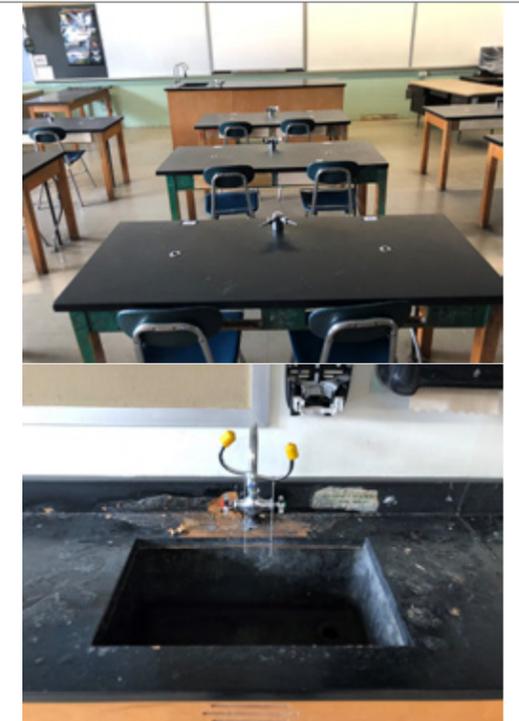


**Existing Conditions/
Plumbing**

Science Classrooms

- Sink waste connected to an exterior limestone chip neutralization system. No problems reported.
- Lab water not protected from main water system. Need non-potable water systems.
- Emergency Showers/eyewashes exist but not on a Tempered Water system. Separate water heater and recirc system required.
- Gas to bench turrets. Move main shut-off valve near door.

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**Existing Conditions/
Plumbing**

Locker Rooms / Showers

- Gang Shower Area doesn't meet current code requirements
- Need Individual Shower Stalls and multiple floor drains

Kitchen

- Three-bay sink discharges to a Grease Interceptor. Replace.
- Dishwasher does not discharge to a grease interceptor
- Fixtures & floor drains do not connect to an independent grease waste system. Need exterior GT.

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**Existing Conditions/
Technology: Edvance**

Infrastructure Cabling

- MDF/IDFs not dedicated spaces
- Variety of Cat5, 5E and 6 cabling

Networking

- HP ProCurve EOL, now Aruba
- Aruba WiFi AC standard

Phone System

- Various Classroom Devices
- Analog and Digital
- No VoIP

Intercom

- Bogen Multicomm
- Original Cabling and Speakers

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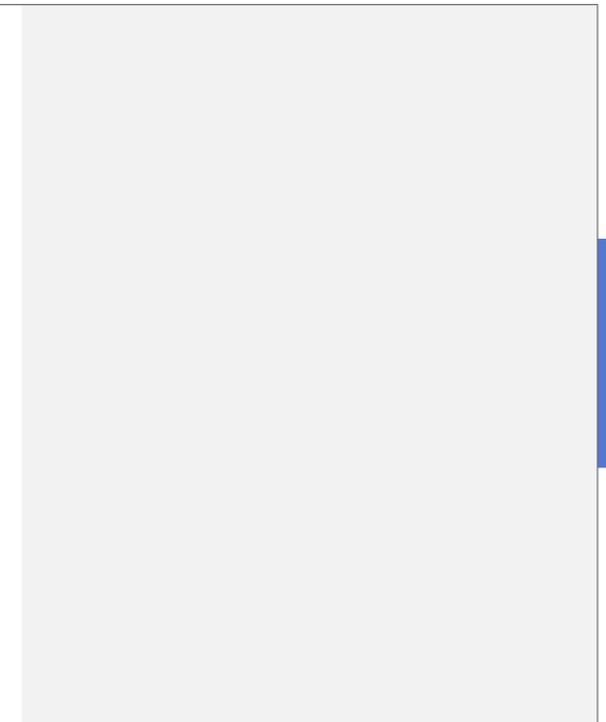


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COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Food Service: Crabtree McGrath**

Exhaust Hoods

- Lack of sufficient lighting
- Missing a hood fire suppression system
- Floors are uneven resulting in hard to clean conditions and tripping hazards



Perkins&Will

**Existing Conditions/
Food Service**

Commodity Storage

- The High School supports five lower schools
- The lower schools lack sufficient cook and storage capacity
- Storage capacity has been expanded to the exterior to accommodate storage demands



Perkins&Will

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Building Exterior: Perkins and Will**

Walls

- Spalling exposed concrete structure
- Deteriorated and asbestos containing sealant at doors and windows
- Leaks observed below rising walls on roofs

Windows

- Single-pane aluminum windows not meeting energy code
- Rotting existing curtain walls
- Kalwall system at gym yellowed and is worn out

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**Existing Conditions/
Building Exterior**

Doors

- Damaged and bent frames
- Worn doors and panic hardware

Roofs

- Rubber roofs over 15 years old; some are original from 1968/1980
- Ponding reported to appear on roofs
- Leaking observed at various locations

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Building Interior**

Walls

- Damaged tile base at many areas
- Wood paneling in auditorium and cafeteria in poor condition

Flooring

- Vinyl asbestos tiles to be investigated (Hazardous Material Assessment on site this week)
- Auditorium stage has several large patches
- Gymnasium wood floor in good shape, but does not provide appropriate shock absorption

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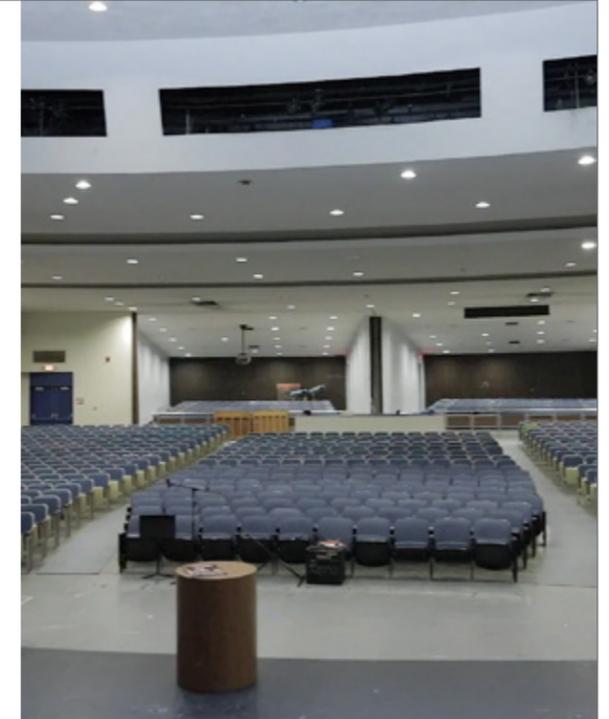
**Existing Conditions/
Auditorium**

Design not to current standards

Accessibility issues - Lack of fly limits stage use

New finishes and equipment needed

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**Existing Conditions/
Building Interior**

Ceiling

- Acoustic ceiling tiles (discontinued) in poor shape in many locations
- Water damaged ceilings observed through out the upper levels
- Poor acoustic plaster ceiling at auditorium

Doors

- Roughly ¾ of doors not compliant with push/push clearance requirement

Vertical Circulation

- Stairs not code-compliant
- Elevator/lift not code-compliant

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SITE PLANNING SCENARIOS

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PRELIMINARY EVALUATION OF OPTIONS

COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

WHAT ARE THE PRIORITIES?

NON-NEGOTIABLES?

SACRED FACILITY INVESTMENTS?

CRITICAL TO STAY IN OPERATION?

COMMUNITY SENTIMENT?



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Aerial View of Stoneham High School

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SCENARIO I / Full Renovation of Existing SHS

Site Consideration:

- Maintain all fields at current location
- Maintain linear approach to current SHS

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Full renovation

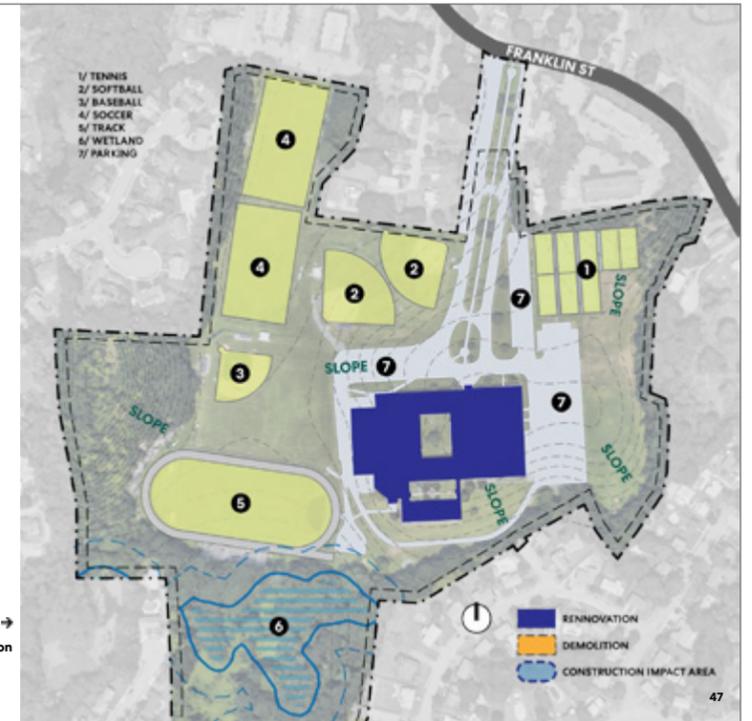


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SITE PLANNING SCENARIOS

SCENARIO I / Full Renovation

SCENARIO II / Renovation + Addition

- A. North of Existing
- B. Northwest of Existing
- C. West of Existing

SCENARIO III / New Construction

- A. East of Existing
- B. North of Existing
- C. West of Existing



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Aerial View of Stoneham High School

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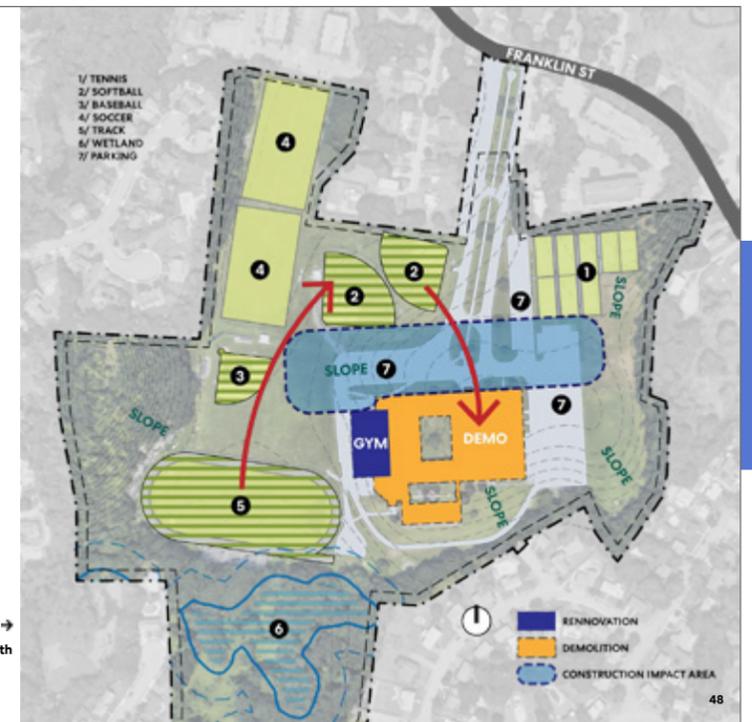
SCENARIO II / Renovation Addition

Site Consideration:

- Franklin St building frontage
- Obstructed entry and drop-off
- Shortened queuing length
- Optimal building orientation
- Building primary image, parking and access at rear
- Track moves to front of building

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Addition to the North



COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**SCENARIO II /
Renovation Addition**

Site Consideration:

- No street frontage
- Medium impact on entry and drop-off
- Medium impact on queuing length
- Undesired building orientation
- Softball and baseball fields displacement
- Large grade change

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**SCENARIO III /
New Construction**

Site Consideration:

- No street frontage
- Minimal impact on entry and drop-off
- Minimal impact on queuing length
- Undesired building orientation
- Tennis courts displacement
- Moderate grade change

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**SCENARIO II /
Renovation Addition**

Site Consideration:

- No street frontage
- Medium impact on entry and drop-off
- Medium impact on queuing length
- Baseball field and track displacement
- Proximity to hill

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50

**SCENARIO III /
New Construction**

Site Consideration:

- Franklin St building frontage
- Major impact on entry and drop-off
- Major impact on queuing length
- Optimum building orientation
- Softball fields and track displacement
- Track moves to front of building

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**SCENARIO III /
New Construction**

Site Consideration:

- No street frontage
- Medium impact on entry and drop-off
- Medium impact on queuing length
- Baseball field and track displacement
- Proximity to hill

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1/ TENNIS
2/ SOFTBALL
3/ BASEBALL
4/ SOCCER
5/ TRACK
6/ WETLAND
7/ PARKING

FRANKLIN ST

RENOVATION
DEMOLITION
CONSTRUCTION IMPACT AREA

53

Day 7 Sustainability / Zero Net Energy / Carbon Neutral

THURSDAY 7.30

AGENDA

- Welcome
- Stonham / Angela Wang
- Culture of Stewardship
- Activity Knowledge Base
- NO TALK
- Jim Newton
- A Tale of Two Buildings
- Shannon Kaplan
- Activity: Healthy Decision

Knowledge Base Results
Healthy Decision Results
Presentation: Stone
Healthy Decision

GUEST SPEAKERS:
Patrick Cunningham – Perkins and Will
Jim Newton – Linnean Solutions
Shannon Kaplan – AKF Group

Wellness

Regenerative & Resilient Site & Water Energy & Atmosphere Health & Materials

Living Design

5 big principles for a school building

How to... Living of Service... Design for... Work with Nature... Start Planning to...
WELL-BEING... FLEXIBILITY... COMMUNITY...

Both Aiming to be Net Zero Energy & Tale of Two Buildings

Midstate University Lakeside Wellness Center 14,000 sq ft Library with linked classroom Primary Use Office, 20 classroom

The Sustainable Energy Fund Office Building 10,000 sq ft Library Primary Use Office, 20 classroom

BOTH AIMING TO BE NET ZERO ENERGY

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SUSTAINABLE DESIGN UPDATE

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Day 7 Sustainability / Zero Net Energy / Carbon Neutral

THURSDAY 7.30

AGENDA

- Welcome
- Stonham / Angela Wang
- Culture of Stewardship
- Activity Knowledge Base
- NO TALK
- Jim Newton
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- Activity: Healthy Decision

Knowledge Base Results
Healthy Decision Results
Presentation: Stone
Healthy Decision

GUEST SPEAKERS:
Patrick Cunningham – Perkins and Will
Jim Newton – Linnean Solutions
Shannon Kaplan – AKF Group

What does sustainability mean to you?

How can a culture of conservation be integrated into Stoneham's student community?

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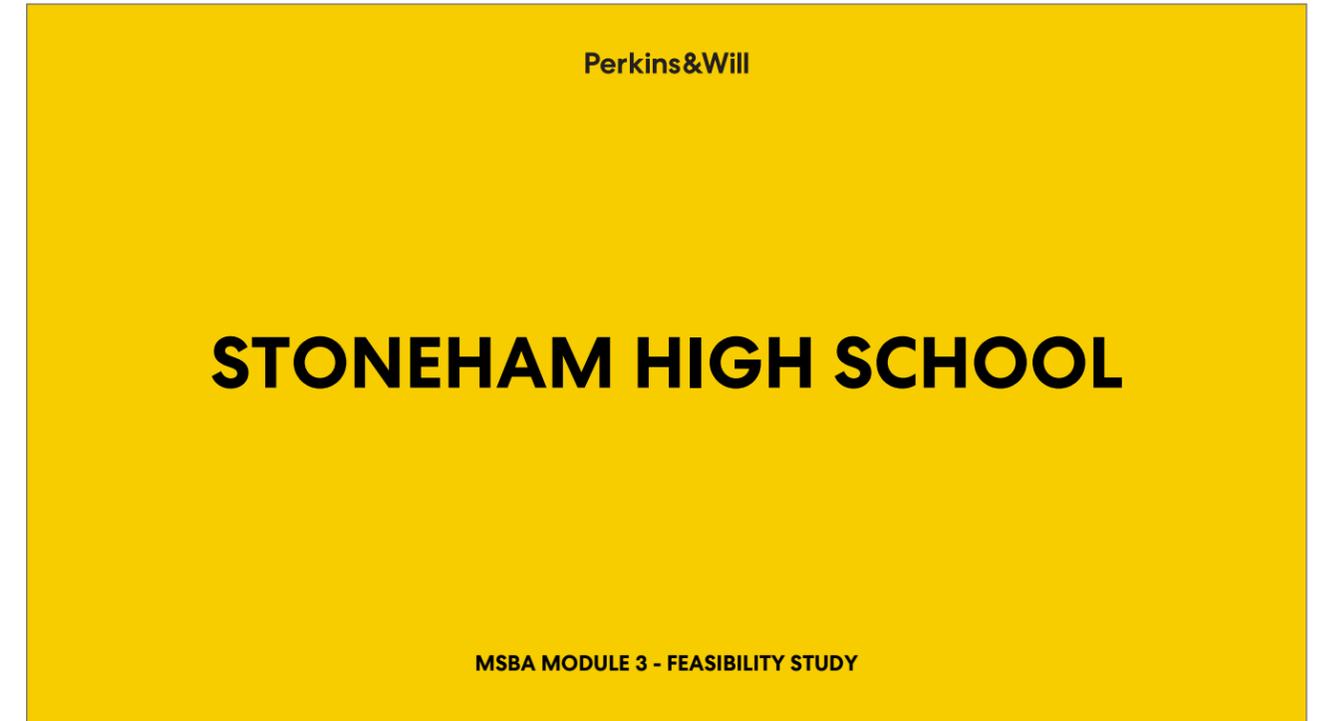
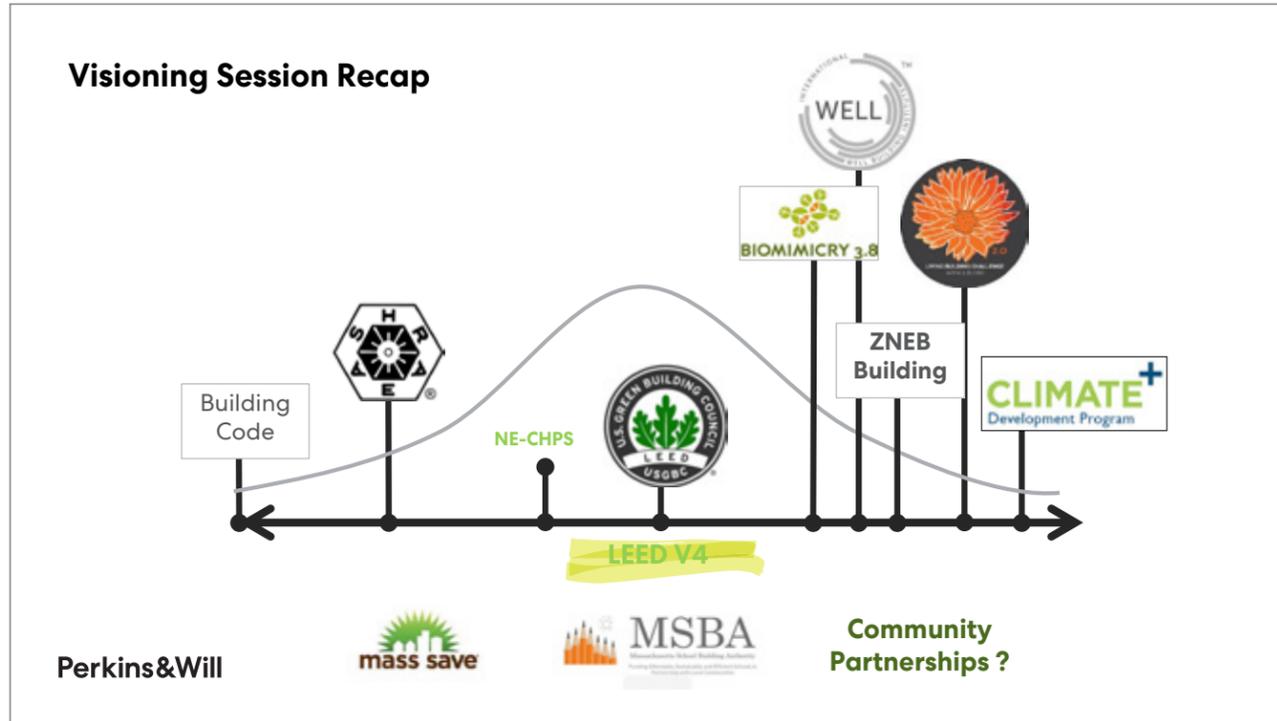
EVALUATION OF EXISTING CONDITIONS / BUILDING 3.1.4

SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6

COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION



Visioning Session Recap

Leadership in Energy & Environmental Design (LEED) or NE-CHPS

MSBA Sustainable Building Design Policy

- Minimum Requirements
 - LEED-S V4 Certified Level- 40 points
 - Exceed Mass. (base) energy code by 10%,
- **Additional 2% reimbursement** of eligible project costs
- Exceed Mass. (base) energy code by **20%**,

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3.1.5 SITE DEVELOPMENT REQUIREMENTS

3.1.6 PRELIMINARY EVALUATION OF OPTIONS

Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 8/17/2020
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Remote Locations Meeting No: 7
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Chair Select Board	Voting Member
✓	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Patrick Cunningham	Perkins and Will	
✓	Leo Liu	Perkins and Will	
✓	Joel Seeley	SMMA	

Project: Stoneham High School Feasibility Study
 Meeting Date: 8/17/20
 Meeting No.: 7
 Page No.: 2

Item #	Action	Discussion
7.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
7.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
7.3	Record	A motion was made by L. Gallagher and seconded by R. Parker to approve the 8/3/20 School Building Committee meeting minutes. No discussion, motion passed by roll call vote, fourteen in favor and one abstention.
7.4	J. Seeley	J. Seeley reviewed Warrant No. 2, attached. A motion was made by J. Craigie and seconded by R. Parker to approve Warrant No. 2. No discussion, motion passed unanimous by roll call vote. J. Seeley to forward Warrant No. 2 to D. Bois for signature.
7.5	Record	J. Seeley distributed and reviewed Designer Amendment No. 2, dated 8/17/20 for Traffic Consultancy Services, in the amount of \$18,150.00 to be charged against ProPay Budget Code 0003-0000, which has a balance of \$108,162.50, attached. Committee Discussion: 1. J. Craigie asked how will the traffic consultant develop their traffic simulations under the current reduced traffic conditions? <i>J. Seeley indicated the consultant will be using the traffic counts from the Weiss Farm development traffic impact study.</i> A motion was made by J. Craigie and seconded by J. Thomson to approve Designer Amendment No. 2, dated 8/17/20 for Traffic Consultancy Services, in the amount of \$18,150.00 and recommend signature by D. Sheehan. No discussion, motion passed unanimous by roll call vote.
7.6	Record	J. Seeley reviewed the updated Project Schedule and PDP Meetings Schedule and Agendas, attached. The submission date for the PDP submission is being extended from 9/22/20 to 10/6/20. All other submission dates remain the same. Having the PDP submission date on 10/6/20 allows Community Forum No. 2 to occur after school commencement and prior to the 9/28/20 SSBC meeting vote, approving the PDP submission to MSBA.
7.7	Record	J. Seeley reviewed MSBA Reimbursement Review Memo, dated 8/7/20, attached, defining examples of incentive points and examples of ineligible costs that may be applicable to the project. Committee Discussion: 1. D. Bois asked what does the \$333 per square feet building cost cap apply to?

Project: Stoneham High School Feasibility Study
 Meeting Date: 8/17/20
 Meeting No.: 7
 Page No.: 3

Item #	Action	Discussion
		<p><i>J. Seeley indicated the cap applies to the cost of the building, not including the sitework.</i></p> <p>2. D. Sheehan asked if the MSBA increases the \$333 cap for escalation? <i>J. Seeley indicated the MSBA periodically increases the cap, the \$333 cap was set in 2018. J. Macero indicated the cap increase may be tied to the Student Opportunity Act passed in November 2019.</i></p>
7.8	Record	<p>J. Seeley reviewed Recent MSBA High School Project Costs, dated 8/10/20, attached, escalated to 8/25/2021, the projected date the Stoneham High School project would be approved by the MSBA Board.</p> <p>Committee Discussion:</p> <p>1. D. Bois asked if the costs shown are the total project costs, inclusive of direct construction costs and all indirect costs such as fees, FFE, contingencies and other indirect costs? <i>J. Seeley indicated yes, the costs shown are total project costs.</i></p>
7.9	B. Trivas J. Seeley S. Iovanni	<p>B. Trivas provided an overview of Community Forum No. 1, attached.</p> <p>Committee Discussion:</p> <p>1. C. Mashburn asked how many community members attended? <i>S. Iovanni indicated there were approximately 40 attendees of which approximately 18 were community members.</i></p> <p>2. D. Bois asked how was the forum advertised? <i>S. Iovanni indicated the press release and flyer were sent to Wicked Local, Stoneham Independent, Patch, and Stoneham Parents Facebook. L. Gallagher indicated the flyer was emailed to all the Visioning sessions attendees as well.</i></p> <p>3. R. Parker asked if Facebook Live can be utilized during the upcoming forums? <i>A. Brough Palmerio indicated Stoneham TV can utilize Facebook Live for upcoming forums.</i></p> <p>4. D. Bois suggested the advertising for Community Forum No. 2 start as early as possible, with multiple emails, social media postings and press releases.</p> <p>5. D. Sheehan asked if P&W can provide a brief video to advertise Community Forum No. 2 that can be shown on Stoneham TV and shared on social media? <i>B. Trivas indicated yes, S. Iovanni and J. Seeley to coordinate.</i></p>

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www.smma.com

Project: Stoneham High School Feasibility Study
 Meeting Date: 8/17/20
 Meeting No.: 7
 Page No.: 4

Item #	Action	Discussion
7.10	J. Seeley	<p>B. Trivas provided an update on the Educational Programming, Space Summary and Organizational Diagrams, attached. The High School Vision Committee has commenced meeting weekly.</p> <p>Committee Discussion:</p> <p>1. S. Iovanni asked if the organizational diagrams could be shared with the community? <i>B. Trivas indicated they are very preliminary, it may be better to get feedback on them prior.</i></p> <p>2. J. Craigie indicated she is concerned the Educational Mission Subcommittee has not met and the diagrams have not had input prior to them being presented. <i>J. Macero indicated the diagrams were informed by the Visioning sessions, the MSBA Summit and discussions with the High School Vision Committee and he agrees a meeting of the Educational Mission Subcommittee should occur soon.</i></p> <p>3. J. Seeley to coordinate a meeting of the Educational Mission Subcommittee.</p>
7.11	J. Seeley D. Sheehan	<p>P. Cunningham provided an overview of the Zero Net Energy (ZNE), attached, defining design strategies, decision making sequences and the MassSave incentive program.</p> <p>Committee Discussion:</p> <p>1. B. Trivas asked if there are members of the committee or community that would like to participate in focused discussion, direction setting and consensus building related to ZNE? <i>D. Sheehan indicated the committee as a whole has support for these concepts, as well as some members of the community.</i></p> <p>2. D. Sheehan and J. Seeley to coordinate a meeting with interested committee and community members, P&W, SMMA and Eversource. Interested committee members to email D. Sheehan or J. Seeley.</p>
7.12	J. Seeley	<p>J. Seeley reviewed the MSBA DBB and CM at Risk Comparison, attached, for committee review in anticipation of a future vote deciding which of the construction methodologies to utilize. J. Seeley to include in a future committee agenda.</p>
7.13	Record	<p>Subcommittee Updates Public Relations Subcommittee</p> <p>1. S. Iovanni reviewed a Press Release on Community Forum No. 1 and the Visioning sessions. The Committee indicated approval of the press release.</p>

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/17/20
 Meeting No.: 7
 Page No.: 5



PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 8/17/2020
 Time: 7:00pm
 Meeting No: 7

Item #	Action	Discussion
7.14	Record	Committee Questions – none
7.15	Record	Old or New Business - none
7.16	Record	Public Comment - none
7.17	Record	Next SBC Meeting: August 31, 2020 at 7:00 pm.
7.18	Record	A Motion was made by L. Gallagher and seconded by J. Craigie to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, Warrant No. 2, Designer Amendment No. 2, updated Project Schedule, updated PDP Meetings Schedule and Agendas, PDP Submission Requirements and Responsibility Matrix, MSBA Reimbursement Review Memo, Recent MSBA High School Project Costs, MSBA DBB and CM at Risk Comparison, Press Release on Community Forum No. 1 and Visioning sessions, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
Attended Remotely	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
Attended Remotely	Jeanne Craigie	icraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Patrick Cunningham	Patrick.cunningham@perkinswill.com	Perkins and Will
Attended Remotely	Leo Liu	xi.liu@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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 Cambridge, MA 02138
 617.547.5400

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Agenda

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Re:	School Building Committee Meeting	Meeting Date:	8/17/2020
Prepared by:	Joel Seeley	Meeting Time:	7:00 PM
Location:	Remote Locations		
Distribution:	Attendees (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Schedule and Budget Update
5. MSBA Reimbursement Review
6. Discussion of Cost Models
7. Review of Community Forum No. 1
8. Educational Programming Update
9. Building Organization Review
10. Sustainable Design Update
11. Discussion of Construction Delivery Methods
12. Subcommittee Updates
13. New or Old Business
14. Committee Questions
15. Public Comments
16. Next Meeting: August 31, 2020
17. Adjourn

Join GoToMeeting:
<https://global.gotomeeting.com/join/506537341>

Dial in: [+1 \(571\) 317-3122](tel:+15713173122)

Access Code: 506-537-341

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 Cambridge, MA 02138
 617.547.5400

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SMMA

Project Management

Memorandum

To:	Stoneham School Building Committee	Date:	8/17/2020
From:	Joel G. Seeley	Project No.:	20033
Project:	Stoneham High School Feasibility Study		
Re:	Designer Amendment No. 2: Traffic Consulting Services		
Distribution:	Stoneham School Building Committee (MF)		

DESIGNER AMENDMENT NO. 2: Traffic Consulting Services

FEE: \$18,150.00

REASON: Provide Traffic Consulting Services.

BUDGET AVAILABILITY: This Amendment would be funded out of the Environmental & Site Survey Budget, ProPay Code 0003-0000, which has the current balance of \$108,162.50.

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 Cambridge, MA 02138
 617.547.5400

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EVALUATION OF EXISTING CONDITIONS / BUILDING 3.1.4

SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6

Updated: 8/17/2020

Environmental & Site Project Budget Status

Feasibility and Schematic Design Phase	Vendor	Amendment No.	Current Budget	Consultant Fee	Designer Markup	Total Fee	Balance
Environmental and Site							
Traffic Assessment and Study		2	\$30,000	\$16,500.00	\$1,650.00	\$18,150.00	\$11,850.00
Topographical Survey, Wetlands Flagging and ANPRAD	Nitsch	1	\$43,000	\$25,000.00	\$2,500.00	\$27,500.00	\$15,500.00
GeoEnvironmental Phase I Investigation	FS Engineers	1	\$10,000	\$2,700.00	\$270.00	\$2,970.00	\$7,030.00
Geotechnical Investigation - Prelim and SD	LGCI	1	\$35,000	\$14,925.00	\$1,492.50	\$16,417.50	\$18,582.50
Fire Hydrant Flow Test		1	\$2,000	-	-	-	\$2,000.00
Hazardous Materials Investigation	UEC	1	\$15,000	\$4,500.00	\$450.00	\$4,950.00	\$10,050.00
Geothermal Test Well			\$20,000	-	-	-	\$20,000.00
Contingency			\$5,000	-	-	-	\$5,000.00
TOTAL			\$160,000			\$69,987.50	\$90,012.50

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES AMENDMENT NO. 2

WHEREAS, the Town of Stoneham ("Owner") and Perkins & Will, (the "Designer") (collectively, the "Parties") entered into a Contract for Designer Services for the Stoneham High School Project (Project Number 201802840505) at the Stoneham High School on July 10, 2020 "Contract"; and

WHEREAS, effective as of August 17, 2020, the Parties wish to amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

- The Owner hereby authorizes the Designer to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.
- For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services:

	Original Contract	Prior Amendments	This Amendment	After this Amendment
Feasibility Study Phase	\$ 175,000.00	\$ 51,837.50	\$ 18,150.00	\$ 244,987.50
Schematic Design Phase	\$ 245,000.00	\$ 0.00	\$ 0.00	\$ 245,000.00
Design Development Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Construction Document Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Bidding Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Construction Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Completion Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Fee	\$420,000.00	\$ 51,837.50	\$ 18,150.00	\$ 489,987.50

This Amendment is a result of: Providing Traffic Consulting Services

MSBA ProPay 0003-0000

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
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EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
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EDUCATIONAL PROGRAM	3.1.2
INTRODUCTION	3.1.1
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3. The Construction Budget shall be as follows:

Original Budget:	\$ <u>NA</u>
Amended Budget	\$ <u>NA</u>

4. The Project Schedule shall be as follows:

Original Schedule:	<u>NA</u>
Amended Schedule	<u>NA</u>

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

Dennis J. Sheehan
(print name)
Town Administrator, Town of Stoneham
(print title)
 By _____
(signature)
 Date _____

DESIGNER

Robert Brown, AIA, IIDA, LEED AP
(print name)
Managing Director, Principal, Perkins & Will
(print title)
 By _____
(signature)
 Date _____

Perkins&Will

8.13.2020

Mr. Dennis J. Sheehan, Town Administrator
Stoneham Town Hall
35 Central Street, Second Floor
Stoneham, MA 02180

Re: Stoneham High School / Additional Services #2 Attachment F

Dear Mr. Sheehan,

Thank you for requesting this proposal for additional services for Traffic and Circulation Analysis Review. We have attached the Nelson Nygaard Proposal dated August 7, 2020 for the added service for the Stoneham High School which is currently in the Feasibility Study phase.

Project Overview

The additional service request is for the necessary Traffic Analysis as required by Modular 3/ PDP Phase of the Stoneham Project. We understand that you reviewed and approved the scope of services as outlined in the proposal attached to his letter dated 8.7.2020.

Schedule

The consultants have been notified that they will commence work as approved by the Town and School and under the guidelines of the COVID-19 requirements within the most expedient deadline.

Compensation

Based on the scope and schedule outlined herein and attached we propose a lump sum fee with a 10% mark up as allowed per contract. The following outlines the total compensation per additional service request which includes the 10% mark up: Any deviations to the attached will be at an additional charge to the defined scope.

Traffic and Circulation Analysis	\$ 18,150
---	------------------

Please see Attachment F for more details.

Thank you,

Brooke Trivas
Principal, Practice Leader for Perkins and Will

cc; Joel Seely – SMMA

225 Franklin Street, Suite 1100
Boston, Massachusetts 02110

www.perkinswill.com



STONEHAM HIGH SCHOOL
Town of Stoneham

MEMORANDUM

To: Town of Stoneham
 From: Nelson\Nygaard via Perkins & Will
 Date: August 7, 2020
 Subject: Traffic and Circulation Study Scope and Fee

Existing Conditions

Task 1: Existing Traffic Analysis Review

- Nelson\Nygaard will review the 2013 counts collected from the [Weiss Farm development Traffic Impact Study](#) and create an existing conditions model for Franklin Place at Franklin Street
- A synchro model will be created for the above signal to quantitatively examine existing conditions and to summarize turning movement patterns, Level of Service, and queue lengths. The results will be documented in one figure and one table to be included in the existing conditions documentation chapter.
- Nelson\Nygaard will also review the transportation considerations laid out in the Stoneham Middle School study, which assessed the site and the intersection of Franklin Street at Franklin Place, but will use the more recent counts included in the above TIS.
- Nelson\Nygaard will qualitatively document the layout and conditions of the Stevens Street intersection. No modelling will be performed given counts are not available and traffic counts from the coming year will not be representative to typical traffic conditions.
- Nelson\Nygaard will project the 2013 counts to an assumed 2020 level of traffic, by using a traffic growth rate assumption approved by the Client.

Task 2: Documentation

- Write report chapter summarizing access conditions, circulation patterns, walking and biking connectivity, school bus circulation, parking and intersection design and performance
- Incorporate up to one round of non-conflicting edits to existing traffic and circulation report

Task 3: Presentation

- Create one slide deck of the existing traffic and circulation conditions that can be used for community/board committee meetings

Schematic Design

Task 1: Future Conditions Modelling

- Based on review of existing traffic conditions and potential geometric safety issues, Nelson\Nygaard will recommend up to two redesign concepts for the main Franklin Place at Franklin Street intersection and for the layout of Franklin Place as an accessway to and from the school.
- Using synchro and including future student population growth and future kindercare attendee generation, Nelson\Nygaard will model the future Level of Service and queue lengths for Franklin Place and Franklin Street intersection for up to one alternative intersection design (to be selected during the above redesign review). The recommended alternative will be qualitatively described and the quantitative results of the future intersection traffic analysis will be documented in one figure and one table to be included in the existing conditions documentation chapter.
- Nelson\Nygaard will run one turning radii test for the max design vehicle to access the site (design vehicle to be confirmed by Town and School facilities staff). This test will be run on the intersection of Franklin Street at Franklin Place and for up to two internal site circulation intersections. The results of the analysis will be included as images in slides to inform the design team. And the turning test templates will be delivered in AutoCAD to the landscape team for inclusion for future design of the site circulation and material details.

Task 2: Schematic Design Revisions

- Nelson\Nygaard will assist the team in the access sequence, informing the parking program, and walking and biking connectivity and internal circulation
- Nelson\Nygaard will give guidance to the landscape team on recommended bike parking, scale of parking spaces, and bicycle and pedestrian crossing treatments internal to the site and at the main intersection at Franklin Place and Franklin Street

Task 3: Presentation

- If needed, Nelson\Nygaard will prepare up to one slide deck to explain design concepts in the proposed access design alternative

Meetings

Nelson\Nygaard will participate in up to:

- 1 site walk visit with design team and school administration – complete July 8th, 2020
- 1 internal design meetings
- 2 committee meeting presentations
- 2 Board meetings
- 2 community meetings

STONEHAM HIGH SCHOOL
Town of Stoneham

Project Management | **SMMA**

FEE

Existing Conditions Analysis and Documentation: \$7,300
 Schematic Design, Future Analysis, and Documentation: \$4,700
 Meetings: \$4,500
TOTAL FEE: \$16,500

Warrant No. 2

Project: Stoneham High School, Stoneham, Massachusetts Project No.: 20033
 Prepared by: Joel G. Seeley, AIA Date: 8/17/2020

School Building Committee for the Stoneham High School hereby authorizes to draw against funds for the obligations incurred for value received in services and for materials shown below:

<u>Vendor</u>	<u>Invoice No.</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>ProPay Code</u>	<u>Balance After Invoice</u>
SMMA	53302	08/10/2020	\$ 7,000.00	0001-0000	\$ 116,000.00
Total			\$ 7,000.00		

Marie Christie

David Bois

Nicole Nial

Raymie Parker

Albert Talarico

Douglas Gove

Stephen O'Neill

Josephine Thomson

Jeanne Craigie

Lisa Gallagher

Sharon Iovanni

Cory Mashburn

Paul Ryder

David Pignone

Approved on _____

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Cambridge, MA 02138
617.547.5400

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Mr. Dennis Sheehan
Town Administrator
Town Administrator, Town of Stoneham
35 Central St
Stoneham, MA 02180

August 10, 2020
Project No: 20033.00
Invoice No: 0053302

Project 20033.00 Stoneham High School OPM Services
Professional Services from June 27, 2020 to July 24, 2020
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Study	56,000.00	25.00	14,000.00	7,000.00	7,000.00
Schematic Design	49,000.00	0.00	0.00	0.00	0.00
Total Fee	105,000.00		14,000.00	7,000.00	7,000.00
Total Fee					7,000.00
Total this Invoice					\$7,000.00

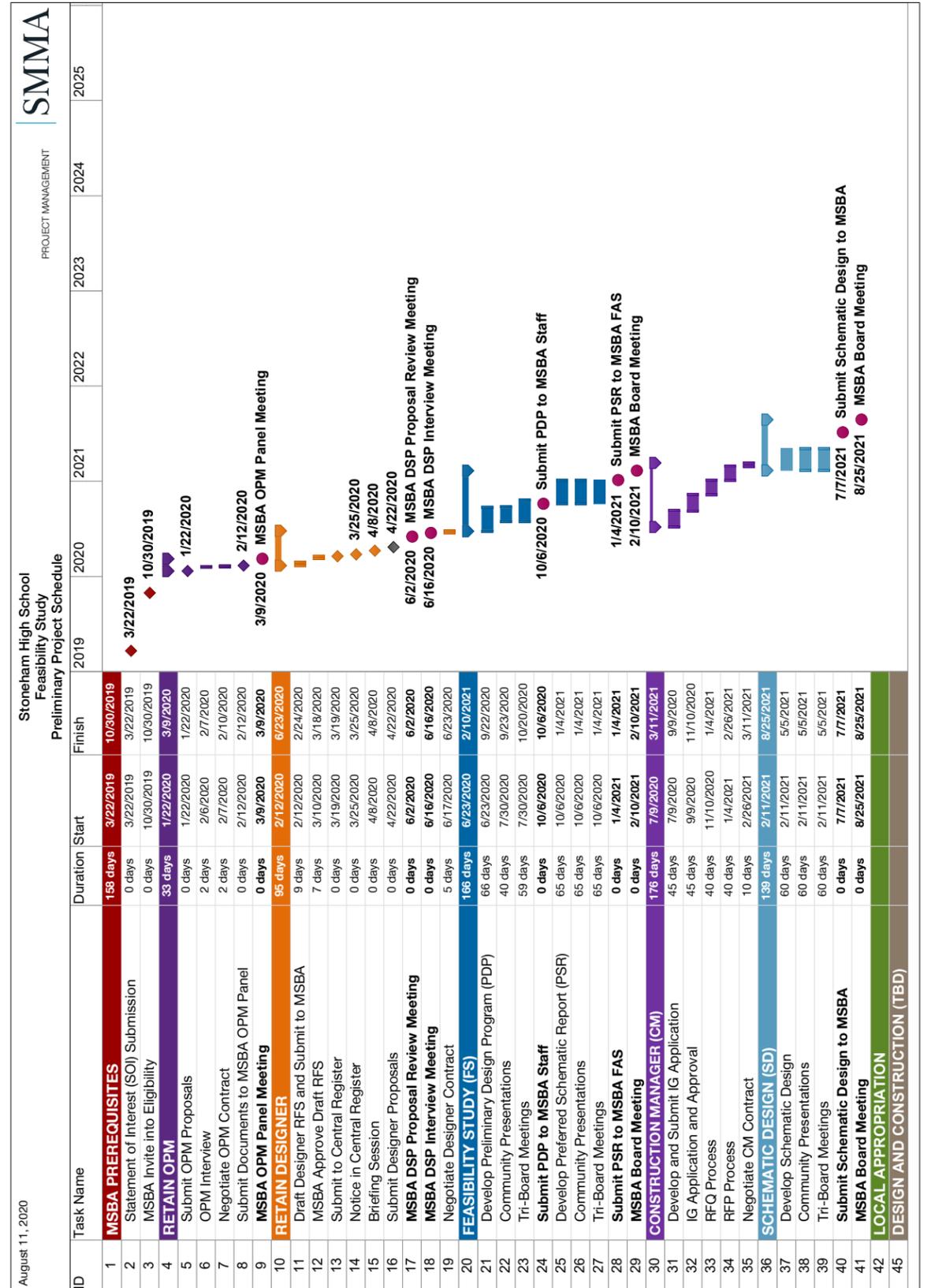
Outstanding Invoices

Number	Date	Balance
0053146	6/30/2020	7,230.81
Total		7,230.81

Billings to Date

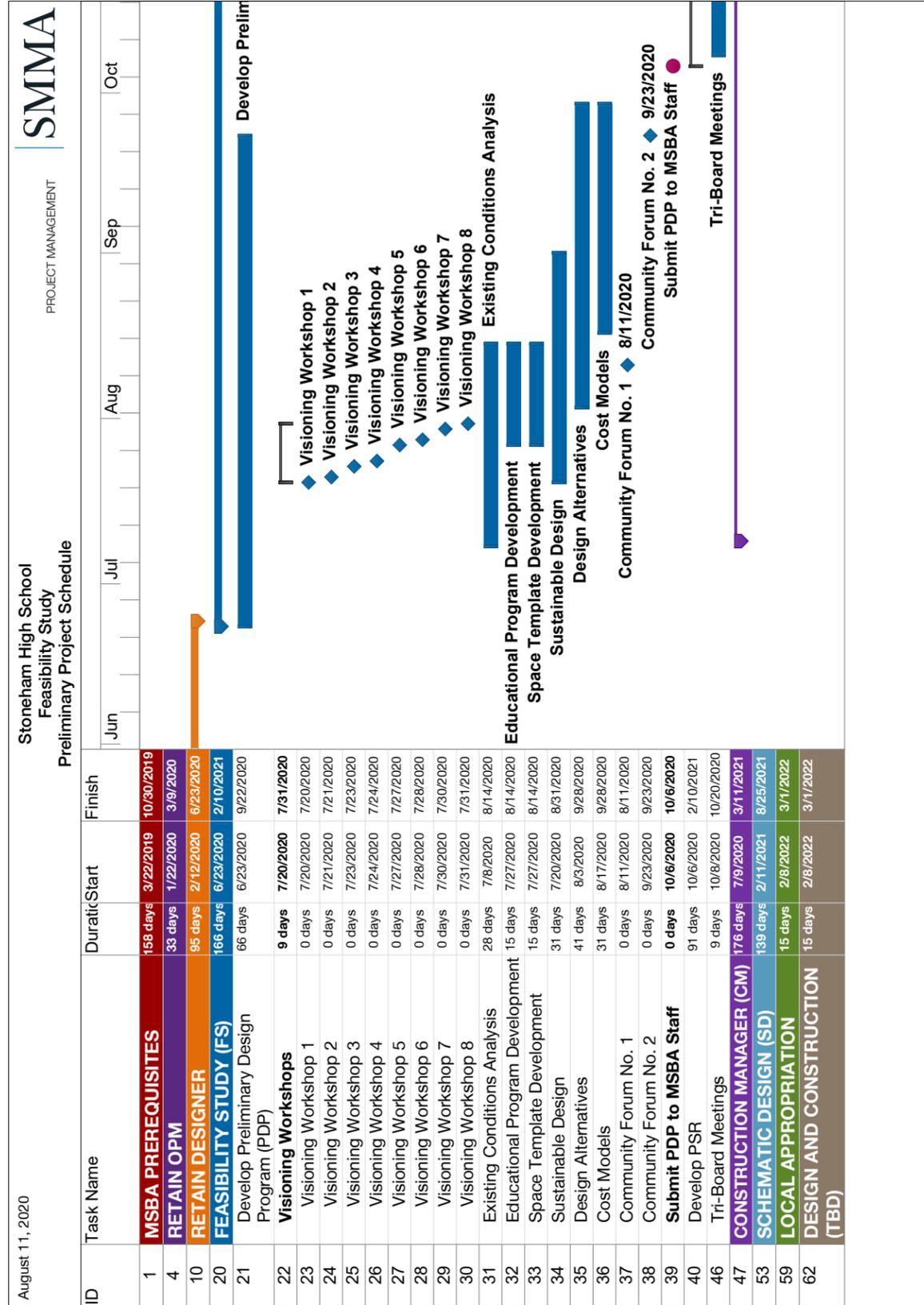
	Current	Prior	Total
Fee	7,000.00	7,000.00	14,000.00
Expense	0.00	230.81	230.81
Totals	7,000.00	7,230.81	14,230.81

Authorized By: Joel Seeley



August 11, 2020

PRELIMINARY EVALUATION OF OPTIONS	EVALUATION OF EXISTING CONDITIONS / BUILDING	INITIAL SPACE SUMMARY	EDUCATIONAL PROGRAM	INTRODUCTION	TABLE OF CONTENTS
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STONEHAM HIGH SCHOOL FEASIBILITY STUDY SCHOOL BUILDING COMMITTEE

MEETINGS SCHEDULE AND AGENDAS
June 10, 2020 Updated August 11, 2020

DATE	AGENDA
Feasibility Study Phase (PDP)	
June 22, 2020	SCHOOL BUILDING COMMITTEE MEETING Introduction of Architects Approval of Architect's Proposal Discussion of Project Goals Discussion of Detailed Schedule
July 6, 2020	SCHOOL BUILDING COMMITTEE MEETING Discussion of Educational Programming Process Discussion of Existing Conditions Discussion of Alternative Sites
July 20, 2020	SCHOOL BUILDING COMMITTEE MEETING Existing Conditions Update Discussion of Sustainable Design
July 20, 2020	EDUCATIONAL VISIONING WORKSHOP #1
July 21, 2020	EDUCATIONAL VISIONING WORKSHOP #2
July 23, 2020	EDUCATIONAL VISIONING WORKSHOP #3
July 24, 2020	EDUCATIONAL VISIONING WORKSHOP #4
July 27, 2020	EDUCATIONAL VISIONING WORKSHOP #5
July 28, 2020	EDUCATIONAL VISIONING WORKSHOP #6
July 30, 2020	EDUCATIONAL VISIONING WORKSHOP #7
July 31, 2020	EDUCATIONAL VISIONING WORKSHOP #8
August 3, 2020	SCHOOL BUILDING COMMITTEE MEETING Educational Programing Update Existing Conditions Update Sustainable Design Update Discussion of Design Alternatives
August 11, 2020	COMMUNITY FORUM NO. 1 - INTRODUCTIONS, STUDY SCHEDULE, EXISTING CONDITIONS & EDUCATIONAL PROGRAM
August 17, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Discussion of Cost Models Discussion of Construction Delivery Methods
August 31, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Cost Models Update
September 14, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Cost Models Update
September 23, 2020	COMMUNITY FORUM NO. 2 - DESIGN ALTERNATIVES, COST MODELS
September 28, 2020	SCHOOL BUILDING COMMITTEE MEETING Review Refined Design Alternatives and Phasing Review Cost Models Vote to Submit PDP and Top 3 Alternatives
October 6, 2020	SUBMIT PDP PACKAGE TO MSBA ADDITIONAL MEETINGS TO BE SCHEDULED

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
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To: School Building Committee Date: 8/7/2020
 From: Joel Seeley Project No.: 20033
 Project: Stoneham High School Feasibility Study
 Re: MSBA Reimbursement Review
 Distribution: School Building Committee (MF)

Memorandum

MSBA will reimburse all eligible costs, at a base rate of 52.06% plus incentive points. Examples of incentive points that may be applicable to the design alternatives include:

- o Energy Efficiency (2%)
- o Renovation (0%-5%)
- o Maintenance (0%-2%)

Please find the attached excerpt from 963 CMR Section 2.16, the MSBA Enabling Legislation, listing MSBA ineligible costs. Examples of ineligible costs that may be applicable to the design alternatives include:

- o Site Costs over 8% of Building Cost
- o Building Costs over \$333 per Square Foot
- o Asbestos Flooring Abatement
- o Hazardous Material Removal associated with the Site
- o Auditorium Size over MSBA Guidelines
- o Gymnasium Size over MSBA Guidelines
- o District Administration Offices Cost
- o Concession Stand, Press Box and associated Outdoor Toilet Facilities
- o OPM and Design Fees associated with ineligible scope
- o Classroom Modularity for Temporary Swing Space
- o FF&E costs over \$1,200 per student
- o Technology costs over \$1,200 per student
- o Legal Fees, Financing Costs and Moving Expenses
- o Construction Contingencies over 1% for new construction or 2% for renovations
- o Building Permit and Inspection Fees
- o Soft Costs over 20%

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963 CMR: MASSACHUSETTS SCHOOL BUILDING AUTHORITY

2.16: continued

(b) If an Eligible Applicant declines to accept the draft report, said Eligible Applicant shall respond in writing to the Authority within ten calendar days of the date of the draft report letter of their intent to appeal. The Authority, in its sole discretion, may grant additional time in which the Eligible Applicant may respond, but in no event shall such additional time exceed an additional ten calendar days. These deadlines must be met in order to be eligible to appeal draft findings. Said written correspondence shall include a detailed listing of the specific ineligible costs to which the Eligible Applicant does not concur and for each ineligible cost, documentation that supports the Eligible Applicant's position. If no supporting documentation is included in said written correspondence, the Eligible Applicant's appeal of the draft report shall not be accepted and the draft report, as originally reviewed by the Authority, shall go to the Board of the Authority for approval. The Authority shall review properly submitted documentation to determine if the Eligible Applicant's appeal has merit or not and take the appropriate action thereafter. If the Authority determines the Eligible Applicant's support documentation has no merit the audit findings will stand and the Eligible Applicant will have exhausted all of their appeal opportunities. In no event shall the Authority reconsider ineligible costs once an appeal has been settled. All costs relating to an appeal may be assessed to an Eligible Applicant.
 (c) All prior appeal decisions by the Authority shall stand and an Eligible Applicant shall have no right to re-file or request review of previous audit decisions nor shall the Authority have any obligation to review any previous audit decision.

(4) Record-keeping

(a) Eligible Applicants shall maintain all records related to an Application, a Proposed Project, and/or an Approved Project, if approval for a Proposed Project is granted by the Authority, to ensure that minimum record-keeping requirements to facilitate uniform, fair and efficient administration are met and to ensure accountability for all documents. Nothing in 963 CMR 2.00 is intended to alter the otherwise applicable requirements of M.G.L. c. 66, pertaining to the keeping of public records and access thereto.
 (b) It shall be a condition on every Eligible Applicant that the Eligible Applicant maintains, in a secure place and in an organized fashion, all records necessary to evidence conformity with M.G.L. c. 70B, 963 CMR 2.00, and any other requirements of the Authority.
 (c) The Eligible Applicant shall maintain all records related to an Approved Project, including a full set of the Project Documents, requests for proposals, proposals and evaluations, and "As-Built" drawings, for as long as the Approved Project is in service as a public school. For the purposes of 963 CMR 2.16(4), "all records" shall include, but not be limited to:
 1. all executed contracts and purchase orders, including contract amendments and change orders;
 2. all Owner's Project Manager's reports, including monthly progress reports;
 3. issues log;
 4. the potential change order log;
 5. all meeting minutes;
 6. a schedule or milestone summary;
 7. all requests for reimbursement and forms as submitted to the Authority;
 8. all invoices and contractors' applications for payment; and
 9. other such other information, data, logs, documentation, or records as may be required by the Authority.
 (d) The Authority shall, in its sole discretion, disallow any costs not adequately supported by contemporaneous, accurate and complete records.

(5) Ineligible Costs. Costs that are categorically ineligible for reimbursement or payment by the Authority shall include, but not be limited to:

(a) Any costs for an Approved Project in excess of the Total Facilities Grant.
 (b) Financing costs incurred by an Eligible Applicant, including, but not limited to, interest, principal, costs of issuance and any other cost related to short or long term bonds, notes or other certificates of indebtedness, refunding notes or bonds, temporary loans, or any other form of indebtedness issued by an Eligible Applicant in relation to an Approved Project.
 (c) All costs associated with credit rating services, legal services related to the issuance of any indebtedness, and financial consulting services.

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SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6

963 CMR: MASSACHUSETTS SCHOOL BUILDING AUTHORITY

2.16: continued

- (d) The cost of legal services.
- (e) The provision of any direct or indirect municipal services shall be ineligible costs, except the provision of public safety services as required by law, or services which the Authority determines are necessary for the completion of the Approved Project.
- (f) Any funds expended by the Eligible Applicant prior to the execution of a Project Funding Agreement, unless said costs are costs approved by the Authority in writing related to a Feasibility Study as approved by the Authority, shall be ineligible costs and are not reimbursable by the Authority unless the Board votes to allow reimbursement of such expenses incurred prior to the execution of the Project Funding Agreement.
- (g) All costs associated with site acquisition.
- (h) Unsupported or inadequately supported project costs, as determined by the Authority.
- (i) Maintenance or service contracts and warranties.
- (j) Duplicate costs or costs unrelated to the project.
- (k) The lease, purchase or rental of storage space, storage facilities, storage trailers, or storage containers.
- (l) Costs that are normal operating and maintenance costs of the school district, as determined by the Authority, such as textbooks, classroom supplies, custodial supplies, administrative support, telephone service and other such operating costs.
- (m) Swimming pools, skating rinks, field houses (only to the same extent as gymnasiums), district administrative office space, indoor tennis courts, and other spaces which may be determined ineligible by the Authority.
- (n) Penalties, processing fees, catalogue fees, sales tax, memberships, and subscriptions.
- (o) The costs of local building permits, inspection fees, and any other such fees.
- (p) Athletic equipment, bases, balls, bats, racquets, uniforms, helmets, gloves, and all other related equipment.
- (q) All costs associated with the purchase, lease, improvement, or maintenance of modular units, unless such costs are deemed by the Authority in writing prior to said purchase or lease, to be the most cost effective option.
- (r) All costs associated with the upgrades, maintenance or improvements to swing spaces used for the housing of students.
- (s) All costs associated with the transportation of students.
- (t) All costs associated with the purchase, lease or use of any vehicle, including but not limited to automobiles, trucks, tractors, and golf carts.
- (u) The costs of any supplies related to the Assisted Facility.
- (v) All costs associated with the demolition of buildings, unless such costs are deemed by the Authority in writing prior to said demolition, to be the most cost effective option.
- (w) All costs associated with utilities.
- (x) All costs associated with cell phone purchase or service.
- (y) Dedication, ceremonial or celebratory costs.
- (z) The Authority reserves its right to disallow any costs associated with any change order that deviates from the scope of the project, as determined by the Authority pursuant to the Project Scope and Budget Agreement.
- (aa) Any costs determined by the Authority to be ineligible pursuant to M.G.L. c. 70B, § 200A, c. 20A, 963 CMR 2.00, the MSBA Audit Guidelines, or any other policy, rule, or guideline of the Authority.

2.17: Minimum Spending Requirements for Building Maintenance

(1) Pursuant to M.G.L. c. 70B, § 8, the Authority shall not approve any Proposed Project for any school district that fails to spend in the year preceding the year of application at least 50% of the sum of said school district's calculated foundation budget amounts for the purposes of foundation utility and ordinary maintenance expenses, and extraordinary maintenance allotment as defined in M.G.L. c. 70, for said purposes. From Fiscal Year 1999 forward, no school district shall be given approval for a Proposed Project nor receive school facilities funds unless said district has spent at least 50% of the sum of said district's calculated foundation budget amounts in each of the Fiscal Years including and succeeding Fiscal Year 1999.



Stoneham High School Feasibility Study
8/10/2020

Project	Students	SF	Total Project Budget	Cost per SF	Date MSBA PS&B Board Approval	Years to SHS MSBA PS&B Board Approval	Escalation % to SHS	Escalation Cost to SHS	Total Project Budget w/ Escalation Cost to SHS
Belmont High School	2,215	445,100	\$295,159,189	\$663	Aug-18	3.1	15.34%	\$45,284,697	\$340,443,886
Arlington High School	1,755	408,590	\$290,851,820	\$712	Apr-19	2.4	12.01%	\$34,942,061	\$325,793,881
Central Berkshire High School	460	122,760	\$72,721,109	\$592	Apr-19	2.4	12.01%	\$8,736,495	\$61,457,604
Lowell High School	3,520	622,777	\$343,399,220	\$551	Apr-19	2.4	12.01%	\$41,254,947	\$384,654,167
Pentucket High School	965	211,700	\$146,332,328	\$691	Apr-19	2.4	12.01%	\$17,579,925	\$163,912,253
Sharon High School	1,250	240,204	\$165,000,000	\$679	Oct-19	1.9	9.51%	\$15,496,164	\$178,496,164
Naussett High School	905	214,250	\$131,825,665	\$615	Feb-20	1.6	7.82%	\$10,311,295	\$142,136,960
Waltham High School	1,830	414,854	\$374,567,387	\$903	Feb-20	1.6	7.82%	\$29,298,353	\$403,865,740
Worcester Doherty High School*	1,670	420,000	\$293,825,418	\$700	Dec-20	0.7	3.66%	\$10,746,765	\$304,572,183
*MSBA PS&B Meeting projected									

8/25/2021 5%

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
SITE DEVELOPMENT REQUIREMENTS	3.1.5
EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
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COMMUNITY MEETING PRESENTATION

Perkins&Will

STONEHAM HIGH SCHOOL Building Committee Meeting

8.17.2020

Perkins&Will

REVIEW OF COMMUNITY FORUM 01

Building Committee Meeting

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AGENDA

- 1\ REVIEW OF COMMUNITY FORUM 01
- 2&3\ EDUCATIONAL PROGRAMMING & BUILDING ORGANIZATION UPDATE
- 4\ SUSTAINABLE DESIGN UPDATE

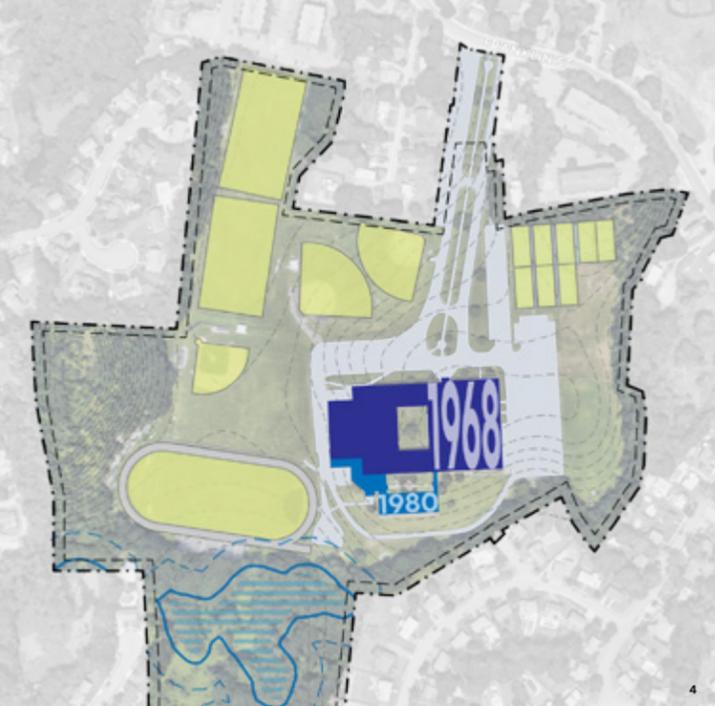


Aerial View of Stoneham High School

Perkins&Will | SMMA
Project Management

Community Forum 01 Agenda

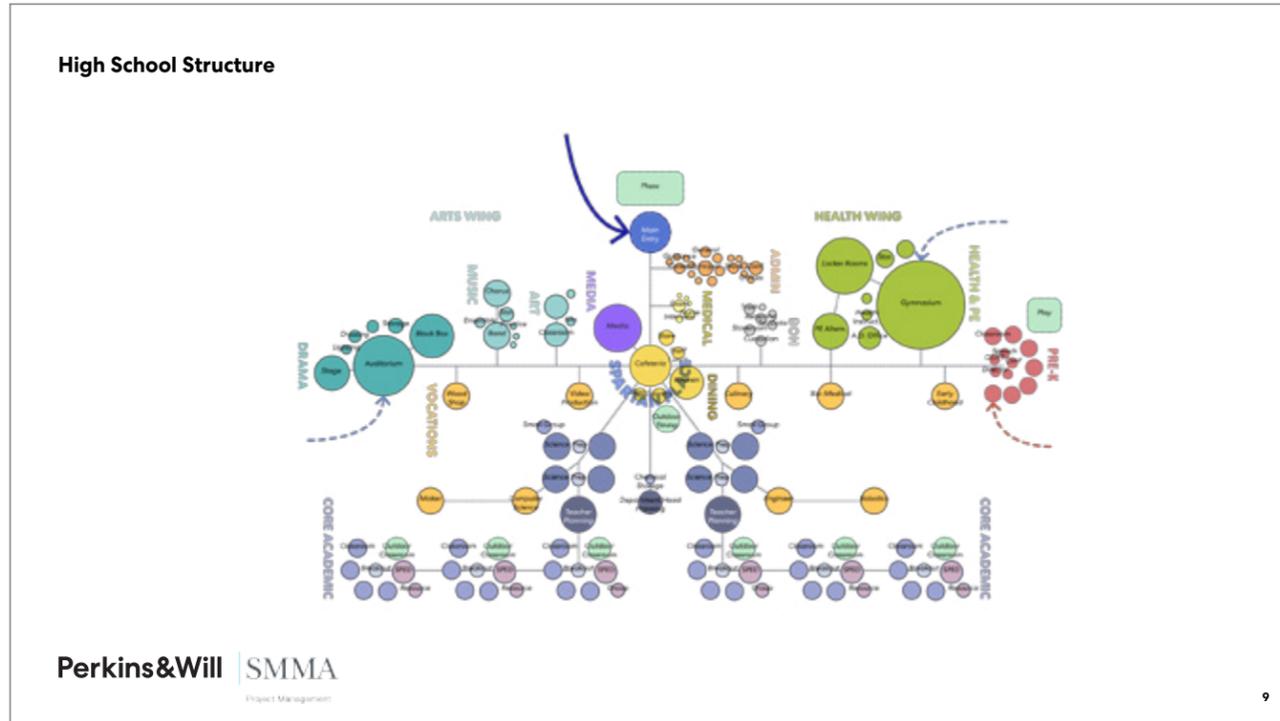
- Introduction
- PDP Feasibility Study Scope
- MSBA Process and Schedule
- Educational Visioning Recap
- Existing School Conditions
- Discussion



Perkins&Will | SMMA
Project Management

COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION



Perkins&Will

SUSTAINABLE DESIGN UPDATE

Building Committee Meeting

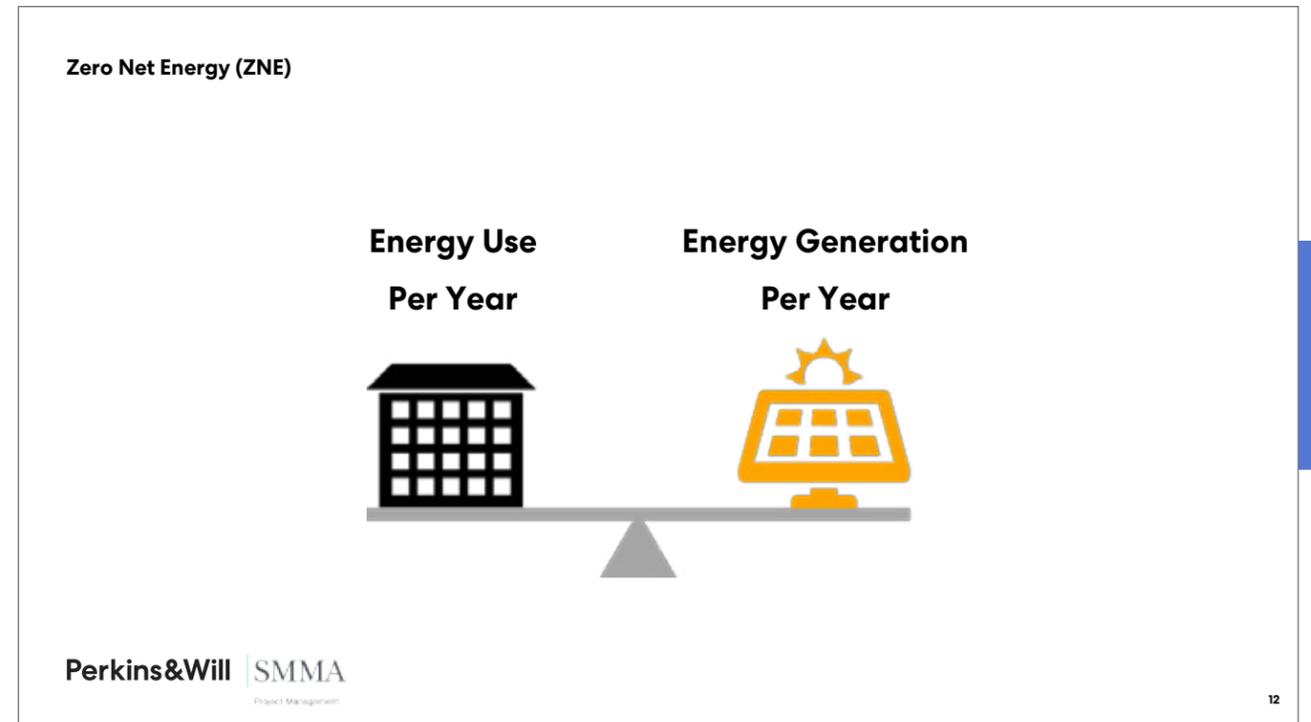
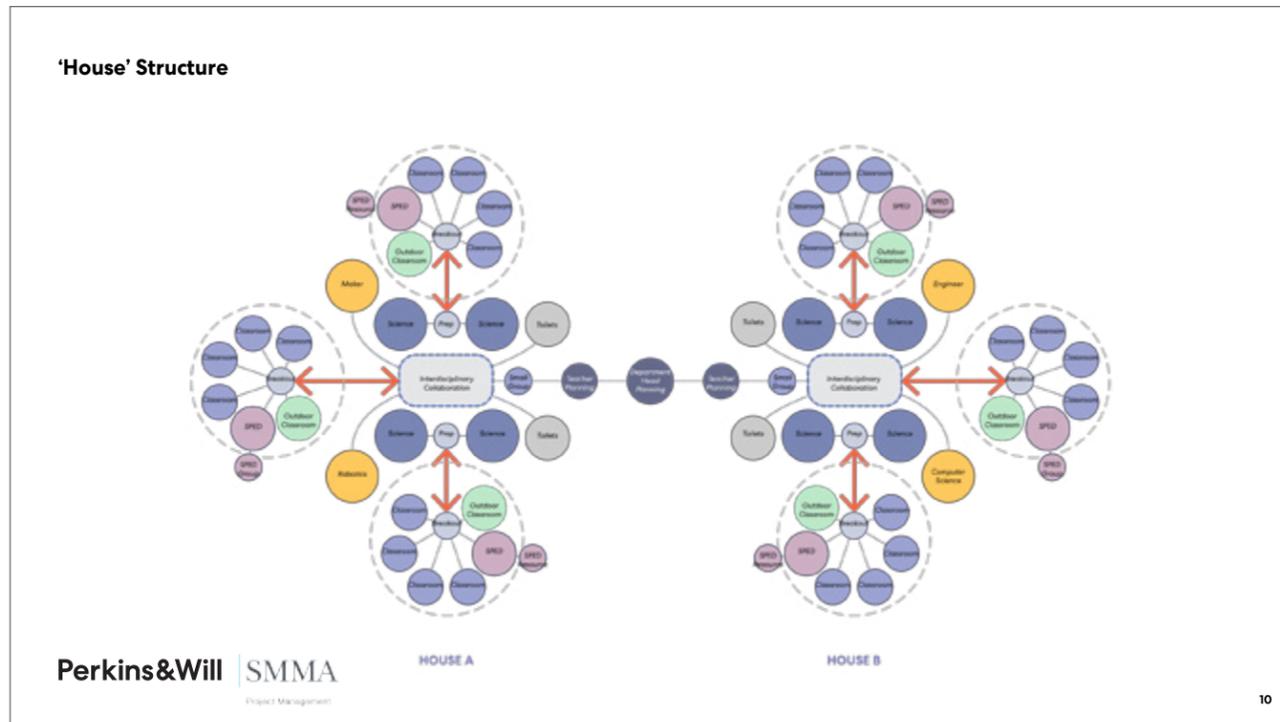


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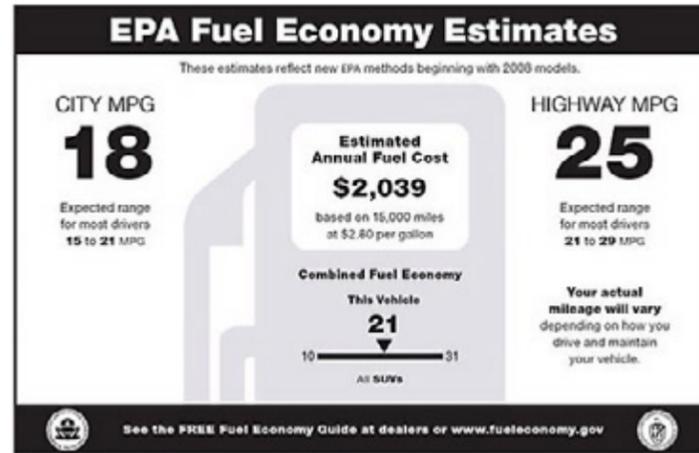
PRELIMINARY EVALUATION OF OPTIONS 3.1.6

COMMUNITY MEETING PRESENTATION

Defining EUI

Energy Use Intensity (EUI)

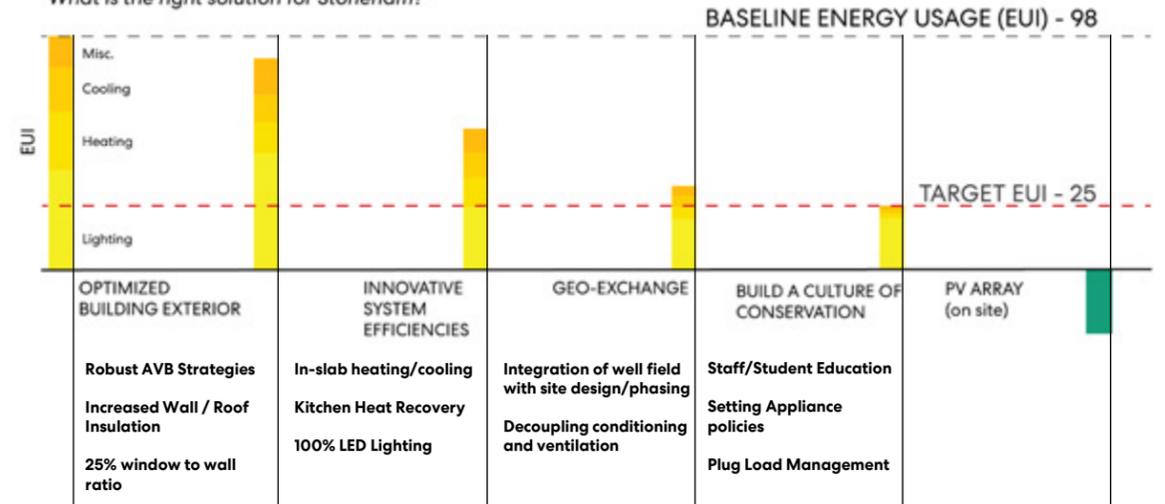
- kBtu / square foot of building area per year
- Building equivalent of miles per gallon
- Most ZNE (Zero Net Energy) building have an EUI of 25 or less



COMMUNITY MEETING PRESENTATION

Getting Stoneham to 25

Getting to NET-ZERO ENERGY
 What is the right solution for Stoneham?



ZNE Schools Tracked by Eversource

- Cambridge** - Dr. Martin Luther King, Jr. School: **EUI: 22 (operating)**
- Cambridge** - King Open/Cambridge Street Upper School: **EUI 25 (predicted)**
- Boston** - Boston Arts Academy - **EUI 24 (predicted)**, VRF all electric heating and cooling.
- Brookline**: Coolidge Corner ES (K-8) **EUI 23.3 (predicted)**
- Brookline** New Cypress Academic Building - **EUI 25 (predicted)**
- Lexington**: **EUI is 24.9 (predicted)** Hastings ES - 110,000 sf; construction complete; ZNE w geothermal.
- Westborough**: **EUI low 20s (predicted)** Fales Elementary School underway, ZNE w geothermal
- Belmont MS & HS**: **EUI 34, (predicted)** middle & high school (280 geothermal wells)
- Lincoln ES**: **EUI 23 (predicted)**, ASHP/VRF (75% renovation, 25% new)
- Arlington HS**: **33-34 EUI (predicted)**, 400,000 sf. (originally designed with 400 geothermal wells, now considering VRF).
- Wellesley**: Hunnewell ES. **EUI 26-28 (predicted)**, all-electric, ASHP.
- Acton-Boxborough**: **EUI 23.4. (predicted)** "Twin" building w 2 elementary schools, ground source heat pumps.
- Watertown** - Hosmer Elementary School. VRF/ASHP. **EUI 22.1 (predicted)**
- Sharon High School** - **EUI 25.2 (predicted)**

Life Cycle Financial Modeling

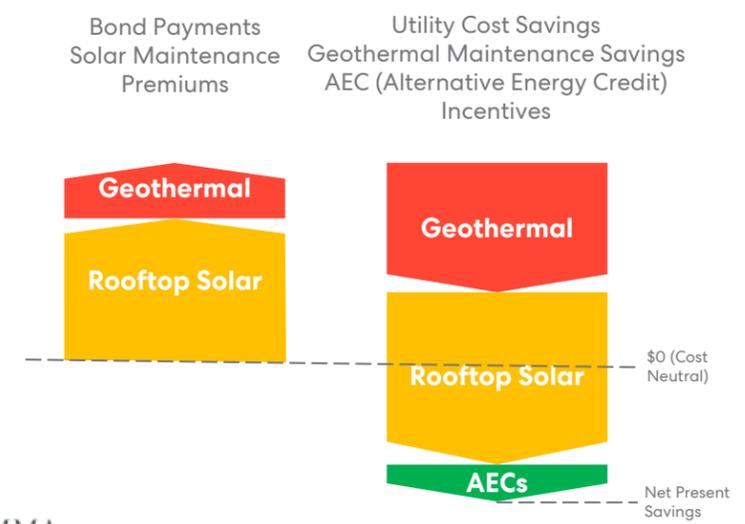


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- 3.1.6 PRELIMINARY EVALUATION OF OPTIONS

COMMUNITY MEETING PRESENTATION

Offsetting First Costs




Community Partnerships ?



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COMMUNITY MEETING PRESENTATION

Mass Save Incentives

Path 1: ZNE/Deep Energy Savings		Path 2: Whole Building EUI Reduction	
Customer Incentives		Customer Incentives	
Construction Incentive	\$1.25/sf	25% and greater EUI reduction	\$1.25/sf
Post Occupancy Incentive	\$1.00/sf	10% - 24.9% EUI Reduction	\$0.35 - \$0.75/sf
ZNE or PH Certification Incentive	\$3,000	Technical Assistance	75% cost share (capped at \$20,000 per Sponsor)
Technical Assistance for ZNE Services	Up to \$10,000	Verification Incentive	50% of fee, up to \$10,000
Verification Incentive	50% of fee up to \$10,000	Design Team Incentives	
Design Team Incentives		Up to \$15,000	
Up to \$15,000 but not less than \$8,000			



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MSBA Incentives

Leadership in Energy & Environmental Design (LEED) or NE-CHPS

MSBA Sustainable Building Design Policy

- Minimum Requirements
 - LEED-S V4 Certified Level- 40 points
 - Exceed Mass. (base) energy code by 10%,
- Additional 2% reimbursement of eligible project costs
- Exceed Mass. (base) energy code by 20%,



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ZNE Early Design Process



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COMMUNITY MEETING PRESENTATION



ADVANTAGES

DESIGN BID BUILD

- 1) Competitive Bidding is the hallmark of DBB contracting and, assuming the Project Design is clear and complete and all Prequalified Bidders are capable of effectively completing the work, that competition should produce the best available price.
- 2) A DBB General Contractor is obligated to construct all of the Work that is delineated in the Project Design for a single, Lump Sum Fixed Price. This places the risk for the cost of completing the Work included in the Design entirely on the General Contractor.
- 3) The Work and the Schedule to complete that Work are narrowly defined in a DBB General Contract and that simplicity should concomitantly simplify management of the Project, provided the Design is clear and straight forward.

CONSTRUCTION MANAGEMENT AT RISK

- 1) Qualifications Based Procurement is the hallmark of CMR contracting and that ability allows the Owner to identify CMRs that are the most capable of constructing the Owner's Project and to choose a CMR for the Project from that pool.
- 2) A CMR is available during the Design Phase to work with the Designer to identify Design conflicts and omissions prior to construction. Any significant Design conflicts and/or omissions that are not identified and corrected prior to construction will adversely impact the Project Schedule and/or lead to claims for additional compensation. The CMR's assistance during the Design Phase should drastically reduce that possibility.
- 3) The CMR contracting process is flexible and provides an Owner with the ability to creatively progress a Project through methods such as having the CMR begin construction before a Design is completed.

1

DISADVANTAGES

DESIGN BID BUILD

1. A DBB General Contractor is not available to help identify Design conflicts and omissions prior to construction. Any significant conflicts and/or omissions that are not corrected prior to construction will adversely impact the Project Schedule and/or lead to claims for additional compensation.
2. With DBB, an Owner must solicit Public Bids from every General Contractor that meets the statutorily defined public bidding eligibility requirements and award the construction contract to the "Lowest Responsible Eligible Bidder". However, that bidder may not be the best choice to construct the Project. If a Project is complex, an Owner will likely want to identify Contractors that are the most capable of constructing the Project and choose a Contractor to construct the Project from that pool. DBB does not have a legal mechanism to achieve that objective.
3. With DBB, a Designer prepares the Design, General Contractors Bid on that Design, and the "Lowest Responsible Eligible Bidder" constructs the Project. This "linear" process restricts the Owner's ability to creatively progress the Project through methods such as having the Contractor begin construction before the Design is completed.

CONSTRUCTION MANAGEMENT AT RISK

1. Subject to the GMP, a CMR is reimbursed for the Cost of Work and paid a fee as compensation. This places the risk for the cost of completing the work up to the amount of the GMP upon the Owner.
2. Massachusetts Law requires the Owner of a DBB Public Building Construction Project to solicit separate competitive bids from Subcontractors for work that is included in eighteen (18) key sub-trade categories. The Sub-Bid Solicitation is not issued until the Design of the work is completed and each Sub-Bidder is required to submit a single Lump Sum Bid Price to complete all of the Work that is included in a sub-trade category. A list of those Sub-Bids is provided to General Bidders prior to the date of the General Bid Opening and the General Bidders are required to include separate sub-bid fixed prices for the 18 sub-trade categories in their General Bids. With some differences, the law is also applicable to CMR contracting. Given the significant fixed price cost liability for subcontract work, a GMP for a CMR Contract under GL c. 149A will not typically be set until the entire Design is completed. That delay transfers most of the risk for the cost of completing the work to the Owner, obviating the potential for any cost savings that may have been available through competition.

1

CONCLUSIONS	
<p style="text-align: center;">DESIGN BID BUILD</p> <p>1) The process is best suited to projects with straight forward Designs.</p>	<p style="text-align: center;">CONSTRUCTION MANAGEMENT AT RISK</p> <p>1. The contracting process is best suited to projects with complicated Designs and/or strict schedule limitations.</p>

FOR IMMEDIATE RELEASE:

Contact Sharon Iovanni
 781-248-9754
 sharon.iovanni@rcn.com



HEADLINE Stoneham School Building Committee Hosts First Forum Online

The Stoneham School Building Committee (SSBC) recently hosted an interactive online presentation to update the community on the planning of the Stoneham High School Project.

Community Forum #1 provided an overview of the eight online Visioning sessions held in July, which brought together Stoneham High School stakeholders to look at innovations and future thinking, and to explore, discuss and influence the best possible solutions for an extraordinary future-ready facility for Stoneham students. The Visioning group included SSBC members, teachers, high school students, community members and experts in the fields of science and technology, sports and recreation, higher education and environmental branding.

During the August 11th Forum, presenter Brooke Trivas from Perkins and Will, along with Joel Seeley from Symmes Maini McKee Associates and experts in several building fields shared highlights from the Visioning sessions, and provided information on the existing conditions of the current high school building and site. Presenters also explained the scope of the PDP feasibility study and the MSBA process and schedule.

Those wishing to view the Forum, can access video at <https://www.stonehamtv.org/ondemand>

The SSBC continues to meet regularly, with the next meeting to be held virtually on Monday, August 31 at 7:00 p.m. Details for accessing the meeting will be provided on the Town of Stoneham SSBC website - <https://www.Stoneham-Ma.Gov/hsbc>.

As the SSBC moves forward in the process over the coming year, it anticipates that there will be numerous community forums to keep all residents informed of progress and plans.

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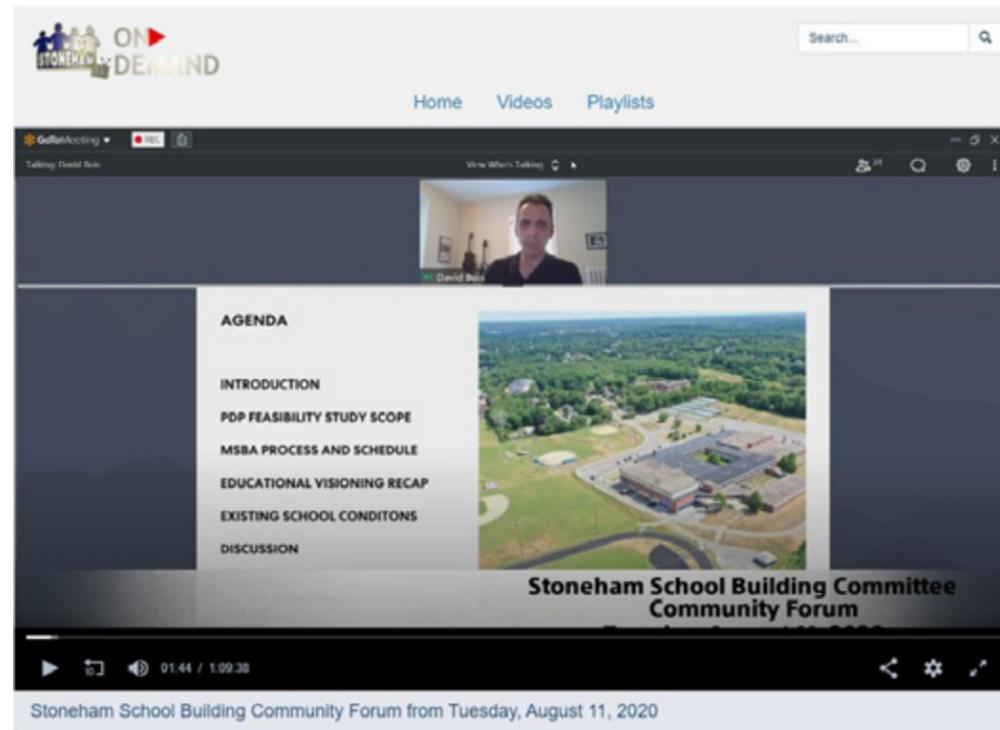
SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6

The next Community Forum is tentatively scheduled for Wednesday, September 23, 2020 at 6:30 p.m. at which time the Committee will provide a brief overview of the steps taken thus far and present information on design/construction alternatives being considered. Details for connecting to the meeting will be found on <https://www.Stoneham-Ma.Gov/hscb>

Any questions in advance or after presentations can be emailed to SSBC@Stoneham-Ma.gov.

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Suggested Cutline: SSBC Co-Chair David Bois introduced the evening’s agenda to those participating virtually in the first forum on Tuesday night, August 11, which was broadcast by Stoneham TV.

Project Management | SMMA

Project Minutes

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Prepared by:	Joel Seeley	Meeting Date:	8/31/2020
Re:	School Building Committee Meeting	Time:	7:00pm
Location:	Remote Locations	Meeting No:	8
Distribution:	Attendees (MF)		

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Chair Select Board	Voting Member
	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Patrick Cunningham	Perkins and Will	
✓	Leo Liu	Perkins and Will	
✓	Joel Seeley	SMMA	

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/31/20
 Meeting No.: 8
 Page No.: 2

Project: Stoneham High School Feasibility Study
 Meeting Date: 8/31/20
 Meeting No.: 8
 Page No.: 3

Item #	Action	Discussion
8.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
8.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
8.3	Record	A motion was made by D. Pignone and seconded by R. Parker to approve the 8/17/20 School Building Committee meeting minutes. No discussion, motion passed unanimous by roll call vote.
8.4	Committee Members	J. Seeley provided an overview of the meeting held on 8/31/20 with committee members, P&W, SMMA and Eversource to review Zero Net Energy (ZNE) design strategies, decision making sequences, MassSave incentive program and Path 1 and Path 2 MassSave Memorandum of Understanding (MOU), attached. The Committee to vote approval of the MOU at the next Committee meeting. Committee Discussion: <ol style="list-style-type: none"> D. Sheehan indicated a follow-up meeting will be scheduled in two weeks and if any Committee members are interested in attending, contact D. Sheehan or J. Seeley.
8.5	Record	B. Trivas presented and reviewed the Educational Programming and Space Summary development, attached. The High School Vision Committee has been meeting weekly and is developing the documents thru a shared Google Docs site. B. Trivas reviewed the Organizational Diagrams translated into scaled room sizes and quantities, attached.
8.6	B. Trivas J. Seeley D. Sheehan	B. Trivas presented and reviewed preliminary Site Planning Options, attached. Each option maintains the same parking, playfields and tennis courts counts as currently exists. The building square feet is based on the progress Space Summary and is the same for all the options, except the Renovation Only option. The Options are as follows: <ol style="list-style-type: none"> Renovation Only Renovation/Addition Option 1 Renovation/Addition Option 2 New Construction Option 1 New Construction Option 2 Committee Discussion: <ol style="list-style-type: none"> R. Parker asked if relocating the existing 48" storm pipe is required in all options? P. Cunningham indicated yes, all except the New Construction Option 2.

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Item #	Action	Discussion
		<ol style="list-style-type: none"> C. Mashburn asked if temporary classroom modulars would be needed in any of the Options and where would they be located? B. Trivas to review and provide direction at the next committee meeting. R. Parker asked if the cost for relocating playfields is reimbursable? B. Trivas indicated the costs for relocating playfields is reimbursable but is subject to the 8% cap for overall sitework costs. D. Bois asked if the options have taken into account emergency and service vehicles access to the existing building during construction? B. Trivas to review and provide direction at the next committee meeting. D. Gove asked that sufficient parking adjacent to the Gymnasium, Auditorium and football field be provided in each option for community use. B. Trivas to review and provide direction at the next committee meeting. D. Gove asked if the same quantity of parking, playfields and tennis courts as currently exists is what should be planned for? B. Trivas to coordinate with B. Lombardi and D. Pignone for the required counts. J. Macero asked if the single vehicular access from Franklin Street, shown in each option, is sufficient? P. Cunningham indicated the traffic engineer is reviewing other potential vehicular access options. One potential vehicular access option may be via Benjamin Terrace, thru the Town-owned parcel, but needs further review. D. Sheehan indicated the Fire Chief has indicated a second access for emergency vehicles should be included in the high school planning. D. Sheehan and J. Seeley to coordinate a meeting with the Traffic Commission, P&W and SMMA as soon as possible. R. Parker asked that any emergency vehicle access also be designed to allow for pedestrian access. D. Pignone requests a listing of the pros and cons of renovating the existing Gymnasium versus constructing a new Gymnasium be provided. B. Trivas to develop a listing of the pros and cons for review for the next committee meeting. D. Pignone asked if an elevated jogging track can be installed in the existing Gymnasium? P. Cunningham indicated it was unlikely the existing Gymnasium structure can accommodate an elevated jogging track.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/31/20
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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/31/20
 Meeting No.: 8
 Page No.: 5

Item #	Action	Discussion
		<p>12. M. Christie asked what is the additional cost to construct a new Gymnasium the same size as the existing Gymnasium? <i>B. Trivas to provide direction for the next committee meeting.</i></p> <p>13. D. Bois asked what is the approximate cost of each option? <i>B. Trivas and J. Seeley will coordinate on providing an estimate of the construction cost and project cost for each option for the next committee meeting.</i></p> <p>14. D. Bois asked what is the approximate reimbursement for each option? <i>J. Seeley will provide an estimate of reimbursement for the next committee meeting.</i></p> <p>15. C. Mashburn asked if the plans can be shared on Google Docs to allow the committee to provide further comments. <i>B. Trivas and J. Seeley to coordinate on the process for shared documents.</i></p> <p>16. D. Bois asked if more specific pros and cons can be developed from the civil, landscape architecture and MEP consultants on each option? <i>B. Trivas to provide for next committee meeting.</i></p> <p>17. Paul Ryder cautioned that relocating the football field and lighting closer to the Sunset Road/Fieldstone Drive abutters may be a concern for the neighborhood.</p> <p>18. D. Gove indicated each option should accommodate pedestrian access from all the surrounding neighborhoods to reduce vehicular traffic.</p> <p>19. J. Craigie indicated the options should accommodate pedestrian access from the Dapper Darby Drive neighborhood, who access thru the woods.</p> <p>20. B. Trivas asked if there is strong sentiment to keeping the football field in its current location or can it be relocated? <i>Committee members indicated the football field does not have to remain in its current location if relocating provides for better orientation, visibility, parking access and community use.</i></p> <p>21. S. O'Neill asked that each option indicate the location for student/staff parking during construction, bus and parent access and queuing during construction, and contractor parking and access, as these will a major effect on the construction cost. <i>B. Trivas to provide direction for the next committee meeting.</i></p> <p>22. J. Craigie indicated the Middle School project utilized off-site locations for teacher and staff parking.</p>

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Item #	Action	Discussion
		<p>23. B. McNeil asked if a New Construction option could be developed to place the new building in the location of the two softball fields and adjacent soccer field to minimize disruption to the existing school operation during construction? <i>P. Cunningham indicated that location would place the school at the low point of the site which is not desirable from a planning perspective.</i></p> <p>24. B. Trivas to develop a New Construction option that places the building East of the existing school to minimize disruption to the existing school operation during construction.</p> <p>25. D. Sheehan asked if P&W can review flipping the Gymnasium and Pre-K wings in New Construction Option 1 to provide better access to the playfields from the Gymnasium. <i>B. Trivas to develop option for committee review.</i></p> <p>26. J. Macero indicated concern with the Gymnasium and Auditorium immediately adjacent to each other in New Construction Option 1 relative to potential sound transmission.</p>
8.7	S. Iovanni J. Seeley B. Trivas	<p>Subcommittee Updates Public Relations Subcommittee</p> <ol style="list-style-type: none"> S. Iovanni reviewed Community Forum No. 2 Flyer and date, attached. The Committee indicated approval of the Community Forum No. 2 Flyer and date. S. Iovanni, J. Seeley and B. Trivas to develop a brief video to advertise Community Forum No. 2 that can be shown on Stoneham TV and be shared on social media. D. Gove asked if a response to a recent letter to the editor in the local newspaper is needed. The Committee indicated no formal response to the newspaper is needed at this time, but be prepared with the feasibility study history, MSBA process and impacts of delay. <p>Educational Mission Subcommittee</p> <ol style="list-style-type: none"> J. Seeley reviewed the Educational Mission Subcommittee meeting minutes, dated 8/21/20, attached. The subcommittee will attend the next High School Vision Committee meeting on 9/2/20.
8.8	Record	Committee Questions
8.9	Record	Old or New Business - none
8.10	Record	Public Comment - none

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/31/20
 Meeting No.: 8
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PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 8/31/2020
 Time: 7:00pm
 Meeting No: 8

Item #	Action	Discussion
8.11	Record	Next SBC Meeting: September 14, 2020 at 7:00 pm.
8.12	Record	A Motion was made by J. Craigie and seconded by J. Thomson to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, Path 1 and Path 2 MassSave Memorandum of Understanding (MOU), Community Forum No. 2 Flyer, Educational Mission Subcommittee meeting minutes, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
Attended Remotely	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Patrick Cunningham	Patrick.cunningham@perkinswill.com	Perkins and Will
Attended Remotely	Leo Liu	xi.liu@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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Agenda

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Re:	School Building Committee Meeting	Meeting Date:	8/31/2020
Prepared by:	Joel Seeley	Meeting Time:	7:00 PM
Location:	Remote Locations		
Distribution:	Attendees (MF)		

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Schedule and Budget Update
5. Sustainable Design Update
6. Educational Programming Update
7. Design Alternatives Review
8. Subcommittee Updates
9. New or Old Business
10. Committee Questions
11. Public Comments
12. Next Meeting: September 14, 2020
13. Adjourn

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Commercial New Construction or Major Renovation

Path 1: Zero-Net Energy / Deep Energy Savings



Get to Net Zero with Help from Mass Save

Partner with the Sponsors of Mass Save for help reaching your team's zero net energy (ZNE) goals while getting the project on a path to minimize future overall energy use.

If you are planning a ZNE commercial or industrial building project, receive the highest level of incentives to offset project costs, as well as resources and tools to help you achieve a very low energy use intensity (EUI) and ultimately, zero-net energy success.

Zero Net Energy and Post Occupancy Performance

In this pathway, Mass Save Sponsors support customers all the way through a year of post occupancy performance--setting customers up for success not only in the design phase, but through construction and operation.

Zero net energy buildings consume as much energy as they produce over a 1 year period.

Project Eligibility Requirements*

1. Commit to a ZNE, ZNE ready or Passive House (as a path to zero) project
2. Target a goal of 25 EUI or less **
3. Minimum of 20,000 square feet (sf) of heated and cooled space
4. Must anticipate year-round occupancy
5. Engage your Mass Save Sponsor(s) before 50% schematic design
6. Include ZNE or ZNE ready goal and EUI target in project documents
7. Commit to building commissioning

* Please refer to MOU document for full eligibility requirements

** If 25 EUI is not possible due to project type or hours of operation, contact your Sponsor to discuss an alternative EUI target



About Mass Save:

Mass Save® is a collaborative of Massachusetts' natural gas and electric utilities and energy efficiency service providers including Berkshire Gas, Blackstone Gas, Cape Light Compact, Columbia Gas, Eversource, Liberty Utilities, National Grid, and Unil. We empower residents, businesses, and communities to make energy efficient upgrades by offering a wide range of services, rebates, incentives, trainings, and information.

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PATH BENEFITS

By partnering with the Sponsors of Mass Save early on in your high-performing building project, you gain:

- Services of a zero energy expert to help develop the most cost-effective EUI reduction strategies to reach low EUI and ZNE goals
- Financial incentive paid at construction completion
- Post occupancy incentive if the project meets the EUI target after a post occupancy period plus optional technical support to help teams succeed
- The highest level of energy cost savings as soon as your building is operational
- ZNE and Passive House (PH) certification support and incentives
- Design team incentives of up to \$15,000 for integrated, creative design aimed at attaining very low EUIs and ZNE

Summary of ZNE/Deep Energy Savings Incentives		
Customer Incentives		
Construction Incentive	Paid if the project design successfully achieves a 25 EUI or alternative target approved by Mass Save Sponsor(s)	\$1.25/sf
Post Occupancy Incentive	Available following the 1-year post-occupancy period if customer successfully shows the project achieved the target EUI	\$1.00/sf
ZNE or PH Certification Incentive	Paid to customers that officially certify their projects as ZNE or PH	\$3,000
Technical Assistance for ZNE Services		Up to \$10,000
Verification Incentive		50% of fee up to \$10,000
Design Team Incentives		
Calculated at \$0.20/sf and capped at \$15,000, but not less than \$8,000 per project		

Go to [MassSave.com/business](https://masssave.com/business), click on the [Find Your Mass Save Sponsor](#) tool and enter your zip code to connect with your your Mass Save Sponsor(s).

About Mass Save:

Mass Save® is a collaborative of Massachusetts' natural gas and electric utilities and energy efficiency service providers including Berkshire Gas, Blackstone Gas, Cape Light Compact, Columbia Gas, Eversource, Liberty Utilities, National Grid, and Until. We empower residents, businesses, and communities to make energy efficient upgrades by offering a wide range of services, rebates, incentives, trainings, and information.



NEW CONSTRUCTION & MAJOR RENOVATIONS

Memorandum of Understanding for Path 1: Zero Net Energy / Deep Energy Savings

The Path 1, Zero Net Energy (ZNE)/Deep Energy Savings Program (the "Program") is intended for customers pursuing a ZNE or zero net ready building and who also are interested in maintaining focus on the Energy Use Intensity (EUI)¹ reduction component of ZNE. To participate, customers must commit to a very low EUI target and must pursue that target throughout design and construction as well as through post occupancy. The Mass Save Sponsors² offer incentives to help customers offset the incremental costs associated with designing and implementing low EUI strategies. The technical assistance and incentives offered in this pathway focus customers and project teams on post occupancy outcomes.

Project Eligibility:

1. Project teams must commit to a goal of either zero net energy, zero net energy ready³ or Passive House (as a path to net zero)
2. Customer must engage Mass Save Sponsor(s) during the project's feasibility or conceptual design phases, but before 50% Schematic Design
3. Projects must have a minimum of 20,000 square feet of comfort conditioned (heated and cooled) space
4. Projects must anticipate year-round occupancy. For K-12 schools, this requirement includes a minimum of 4 weeks of anticipated summer use in classroom areas.
5. Building must be separately metered (not on same utility meters as other buildings)
6. Projects must be new buildings or major renovations. A major renovation would qualify for this Program if the scope is such that occupancy is not possible during construction and where scope includes at least 3 of the following 5 systems: (1) HVAC, (2) DHW, (3) lighting, (4) envelope, and (5) process equipment
7. Core and shell and multi-family projects may not participate in Path 1 at this time
8. Projects where scope includes Combined Heat and Power (CHP) are not eligible for participation in Path 1
9. Participants must be a customer of one of the Mass Save Sponsors

Key Customer Commitments:

1. Project teams must be willing to target a **25.0 site EUI or less**. An exception may be requested (or necessary) if 25.0 EUI is not reasonable due to building type, hours of operation or because some percentage of the building is semi-conditioned. In these situations, participants alternatively may pursue a site EUI target representing a minimum 25.0% EUI reduction (for electrically heated buildings) or 40.0% EUI reduction (for non-electrically heated buildings) from the Mass Save baseline. Mass Save Sponsors must approve any exceptions, and any EUI target shall not be greater than 75 in this pathway.⁴
2. Include ZNE or ZNE ready goal and the EUI target in the project documents, including the Owner Project Requirements (OPR)

¹ Energy Use Intensity (EUI): A measure of a building's gross annual energy consumption (excluding parking garages) relative to its gross square footage (excluding parking garages; penthouse square footage should also not be included, as it is not conditioned space). EUI is calculated as kBtu per square foot per year.

² The Mass Save Sponsors are National Grid, Eversource, Unutil, Columbia Gas, Cape Light Compact, Liberty Utilities, Blackstone Gas Company, and Berkshire Gas. To determine your Mass Save Program Sponsor(s), please visit <https://www.masssave.com/en/saving/business-rebates>.

³ Zero Net Energy Building: A building that produces as much clean, renewable energy as it uses when measured over a one-year period. Zero Net Energy Ready Building: Projects that are not able to add renewables on site right away but achieve the EUI Target set for the project.

⁴ Electricity generating renewables, such as Photovoltaics (PV) or wind turbine technology, do not contribute towards the site EUI target.





3. Agree to cost share the services of the Mass Save ZNE expert
4. Continuously monitor the predicted EUI of the project with iterative energy modeling throughout each phase of design. Design team's energy model should meet the requirements of ASHRAE 90.1 G2.2.
5. Commission the building to levels equivalent to the LEED BD&C Version 4 Fundamental Commissioning and Verification Prerequisite and the LEED BD&C Enhanced Commissioning credit (Option 1, Path 1) and Envelope Commissioning credit (Option 2)
6. Establish a plan for determining how the building's site EUI will be calculated once the building is operational, and identify the responsible parties
7. Ensure electric vehicle charging stations are separately metered
8. Ensure any on site generation is separately metered
9. Ensure any unconditioned spaces are separately metered
10. Meet the requirements of ASHRAE 90.1-2016, para. 8.4.3 related to metering and data storage
11. Commit to continued engagement with Mass Save Sponsor(s) through a one-year post commissioning, post occupancy period

Key Mass Save Sponsor Commitments:

1. Cost share with the customer the services of a ZNE expert (50% of fee up to \$10,000 cost share) to help the project team develop a roadmap to low EUI and ZNE success.
2. Offer project incentives on a dollar per square foot basis up to \$2.25/sf. See Table 1 below.
3. Offer \$3,000 toward zero net energy or Passive House certification.
4. Offer up to \$15,000 in Design Team Incentives. See Table 2 below.
5. Offer an optional Verification Incentive to help customers achieve their predicted EUI upon operation. See Table 1 below.

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This document outlines the roles and responsibilities of each party to set transparent expectations for all parties participating in the Program. Under no circumstances does this Memorandum require customers or design teams to incorporate any particular EUI reduction strategy, nor does this document bind the customer or design team to a particular EUI target. All assistance offered by Sponsors through this Program is offered in an advisory capacity only.

The Mass Save Sponsors understand that the following customer:

_____ (“The Customer”)

will undertake the following (check one)

- new construction
- major renovation,
- addition

_____ (“Premises”)

This project is being designed by the following design professionals (collectively, the “Design Team”):

_____ (“Architect”)

_____ (“Electrical Engineer”)

_____ (“Mechanical Engineer”)

Participating Mass Save Sponsors:

_____ (“Electric Sponsor”)

_____ (“Gas Sponsor”)

IMPORTANT:

Customers participating in this pathway may not also participate in the Mass Save *upstream* programs where incentives for HVAC, domestic hot water, food service and lighting equipment are offered directly to distributors. To ensure participation in only one Mass Save program pathway, designers must include language in project documents informing contractors that this project is participating in a Mass Save downstream program pathway, and that they may not pursue or accept any HVAC, domestic hot water, food service or lighting upstream incentives for this project.

Detailed Process:

Step 1 – Customer Engagement with Mass Save

Customers may reach out to Mass Save Sponsors even before they select the Owner’s Project Manager (OPM) and Designer. Very early engagement allows Mass Save Sponsors to provide guidance on language to include in OPM and designer services Requests for Services (RFSs) related to zero net energy and low EUI targets. Once the design team has been selected and zero net energy is a clear goal, the customer will re-engage with Mass Save Sponsors in conceptual/early feasibility or early schematic design. Initial conversations will focus on EUI target setting and confirmation that customer and design team goals align with the program requirements.

Step 2 – EUI Target Setting and Developing a Roadmap to Meet the EUI Target

The target EUI for projects participating in this pathway is a site EUI of 25.0 or less or an alternative percent reduction target in accordance with key customer commitment number 1 above.

- Projects pursuing an EUI of 25 or less – Mass Save Sponsors will engage a ZNE specialist to provide technical assistance and ZNE planning throughout design
- Projects pursuing the 25.0% or 40.0% reduction scenarios – Mass Save Sponsors will engage a ZNE specialist to help determine a 25.0% or 40.0% EUI reduction target. The specialist will also help the design team with developing strategies and a pathway for getting the design to achieve the target.

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Once the Mass Save Sponsors confirm the customer is eligible for participation in this ZNE pathway, customers will be required to sign an Engineering Services Agreement (ESA) and commit to cost sharing the services of the ZNE specialist.

Step 3 – Design

Once the EUI target is established, it should be written into the project documents, including the OPR, where it will serve as a touchstone throughout the rest of design and construction. The project team will pursue the EUI target throughout design and will conduct the iterative energy modeling necessary to ensure the design remains on track to achieve the target EUI.

In addition to the feasibility and early schematic design technical support and ZNE road mapping services, the Mass Save ZNE specialist will review the project documents at the end of Schematic Design and at mid design development, and then will provide reports back to the team with any further recommendations and considerations.

Customer must make final cost share payments to the ZNE specialist once the ZNE specialist's work is complete at the end of design development.

Customer must ensure a commissioning contract is in place that meets the requirements of this Program. Provide a copy of the commissioning scope of services to Mass Save Sponsor(s).

If the customer is pursuing an EUI target through the 25.0% or 40.0% reduction from Mass Save baseline option, the EUI target will be estimated during the early feasibility and schematic design phases, but will not be locked in for purposes of incentives until the Mass Save Sponsor confirms its baseline EUI based on the 100% Design Development set. Once Mass Save Sponsors have reviewed that set, Mass Save Sponsors will lock in the target EUI. The target EUI will remain locked for purposes of incentives unless there are major design changes between 100% design development and 100% construction documents, including, but not limited to, HVAC system type changes and space type changes.

Step 4 – Planning for EUI Data Collection and Corrective Action

Customers must consider how they will determine the post occupancy EUI of the project in coordination with their Mass Save Sponsor(s) and determine who will be responsible for collecting the data. Thought should be given to corrective action if at post occupancy the project is straying from the final design EUI. The project must comply with ASHRAE 90.1-2016, para. 8.4.3 related to metering and data storage, and it is recommended that the project team consider submetering in accordance with the LEED BD&C v4 Energy and Atmosphere Advanced Energy Metering credit, which requires submetering of any individual energy end uses that represent 10% or more of the total annual consumption of the building.

An optional Verification Incentive is available to help customers identify issues that may arise related to energy savings post construction (please request the Mass Save Sponsor's scope of work for more details). The Mass Save Sponsors will reimburse 50% or up to \$10,000 of the fee associated with this work. Customers must decide during design if they wish to pursue this incentive so that a contract can be put in place.

Step 5 – Mass Save Incentive Pre-Approval

At the end of design, the design team must complete a final energy model representative of the final design. If the design team's energy model affirms the design will achieve the target EUI, the Mass Save Sponsor will pre-approve an incentive of \$1.25/sf. If the customer has a contract in place for the Verification Incentive scope, this incentive component will be pre-approved as well.

An additional \$1.00/sf incentive will be available after the one-year post occupancy period if the project achieves the target EUI in practice (see Step 7 for details on when the post occupancy period begins). If the design team's model does not achieve the target EUI (either a 25.0 EUI or a 25.0%/40.0% reduction in EUI from the Mass Save baseline), the project will shift out of the Path 1 ZNE/Deep Energy Savings participation pathway but continue participating with Mass Save Sponsors in the Path 2 Whole Buildings EUI Reduction Pathway (contact your Mass

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Save Sponsor for more details).

Mass Save Sponsors will require customers to sign:

1. Custom application, formally requesting Mass Save incentives, and
2. The Mass Save Minimum Requirements Document (MRD), which lays out the energy-using equipment and system details that will lead the project to achieve the target EUI.

Customers must commit to constructing the building as it was designed and as it was documented in the MRDs. Major deviations from the design and specific equipment included in the design could jeopardize the project's ability to achieve the target EUI and could jeopardize the customer's opportunity to obtain full incentives.

At the end of design, Mass Save Sponsors will also request pdfs of the Final Design Documents. Mass Save Sponsors will conduct further analysis at their own expense to determine more granular information regarding Mass Save program energy savings. Mass Save Sponsors will share the design documents with at least one additional vendor at their discretion at this time.

Table 1. Summary of Customer Incentives*	
Construction Incentive	\$1.25/sf
Post Occupancy Incentive	\$1.00/sf
ZNE or PH Certification Incentive	\$3,000
Optional Verification Incentive	50% of fee up to \$10,000

*Customer incentives are capped at 100% of the combined incremental cost of the EUI reduction strategies included in the project. Projects must be cost-effective to receive the full customer incentive and are subject to each Mass Save Sponsor's program budget.

Step 6 – Construction Completion and Construction Phase Incentive Payment

A few weeks before substantial completion, customers must provide a set of approved submittals, invoices and photographs corresponding with major equipment that is key in attaining the predicted EUI. Sponsor(s) may also request a copy of the project's schedule of values.

All projects participating in the Program are subject to inspection by each participating Mass Save Sponsor. Customers may be asked to arrange for these post inspections to take place once the building is ready for occupancy.

Upon Mass Save Sponsor review of submittals, invoices and photographs, and upon completion of the post inspection, Mass Save Sponsor(s) will make the \$1.25/sf construction incentive payment to the customer and will make the design team incentive payment. Where equipment and systems installed deviate substantially from equipment and systems shown in the design documents, Mass Save reserves the right to adjust the customer and design team incentive amounts.

The design team is eligible for a Design Team Incentive (DTI) at construction completion if the customer's construction payment is approved. DTI rates, offered per Table 2 below, encourage the integrated design and continuous iterative energy analysis that is necessary to achieve the EUI target.⁵ Mass Save Sponsors pay the DTIs to the design team lead (an invoice is required), who may disperse them to other team members as appropriate.

⁵ Where the project has a contract that may restrict payments to the design team (as can happen with some municipal projects), it is the responsibility of the design team lead to work with the customer to ensure that the design team can obtain design team incentive payments per this program offering.

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Table 2. Design Team Incentives
Calculated at \$0.20/sf and capped at \$15,000, but not less than \$8,000 per project

Step 7 – Post Occupancy Incentive, Verification Incentive, and Certification Incentive

Once the building is functioning in a steady state (at anticipated occupancy and operating as intended), the customer and the Mass Save Sponsor(s) agree to begin the Mass Save Performance Period, which will last for one year. At the end of the Mass Save Performance Period, the customer is responsible for supplying the post occupancy energy usage (including utility bills, delivered fuel usage, and on-site generation), which is subject to Mass Save Sponsor review.

As described in Step 4, customers may optionally choose to pursue a Verification Incentive from Mass Save Sponsors. Regardless of whether the customer pursues the Verification Incentive, the Mass Save Performance Period as it relates to the post occupancy incentive will begin once the customer affirms:

- The metering system is set up and operating properly per ASHRAE 90.1-2016, para. 8.4.3 and as verified by the commissioning agent.
- All corrective action the customer intends to take as a result of the Verification Team’s scope of work has been completed.
- The occupancy and use of the building have reached a “steady state.”

If, at the end of the Mass Save Performance Period, the building achieves an operational EUI, which, when adjusted for weather by the Mass Save Sponsors, achieves the target EUI, the Mass Save Sponsors will pay the customer the additional \$1.00/sf incentive for this Program. The post occupancy EUI is adjusted for weather so that customers are not unfairly penalized for particularly harsh weather and are not unfairly benefitted by particularly mild weather.

If the customer opts to certify the project as net zero in accordance with LEED Zero or the International Living Future Institute’s (ILFI’s) Living Building Challenge 4.0 (including Zero Carbon, Zero Energy, CORE, Petal or Living Certification), the New Buildings Institute’s (NBI’s) zero energy standards, or if they receive Passive House certification from either PHIUS or PHI, Mass Save Sponsors will pay a \$3,000 certification incentive.

Disclaimers

Except for payment of incentives as set forth hereunder, the Mass Save Sponsors do not make any representations, warranties, promises or guarantees in connection with the Program, energy conservation measures (ECMs), EUI reduction strategies, energy savings, benefits, adequacy or safety of ECMs or other items, or any work, services or other item performed in connection with the Program including, without limitation, the warranty of merchantability or fitness for a particular purpose. Also, other than the (i) energy cost savings realized by Customer, (ii) energy or ancillary service market revenue achieved through market sensitive dispatch, (iii) alternative energy credits, and (iv) renewable energy credits (altogether, the “Customer Credits”), the Mass Save Sponsors have unilateral rights to apply for any credits or payments resulting from the Program or ECMs (the “Sponsor Credits”). Such Sponsor Credits include but are not limited to credits and payments for: (a) ISO-NE capacity, (b) forward capacity credits, (c) other electric or natural gas capacity and avoided cost payments or credits, and (d) demand response program payments. Customer waives, and agrees not to seek, any right to any Sponsor Credit. The Mass Save Sponsors are not responsible for the payment of any taxes assessed by federal, state or local governments on either benefits conferred on the customer by the Sponsor(s) or design incentives paid to the design team.

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By signing below, the customer represents that he/she (1) shall be the sole and lawful customer of the Premises and (2) has read, understands, accepts and agrees to the terms and conditions for participation in the Program outlined above.

Customer Signature: _____

Customer Printed Name: _____

Date: _____

Email: _____

Phone: _____

Architect Signature: _____

Architect Printed Name and Company Affiliation: _____

Date: _____

Email: _____

Phone: _____

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INTRODUCTION 3.1.1

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EVALUATION OF EXISTING CONDITIONS / BUILDING 3.1.4

SITE DEVELOPMENT REQUIREMENTS 3.1.5

PRELIMINARY EVALUATION OF OPTIONS 3.1.6



Process Checklist

Path 1: ZNE/Deep Energy Savings Program

Pre-Design Phase

- If possible, engage Mass Save Sponsor(s) before hiring an Owner's Project Manager (OPM) and design team. The Mass Save Sponsors can offer request for proposal or request for services (RFP/RFS) language and questions to help customers select a designer or OPM with zero net energy (ZNE) project experience.
- Incorporate zero net energy (ZNE) goals and/or low Energy Use Intensity (EUI) goals into the RFP/RFS for OPM services and designer services

Feasibility and Early Schematic Design Phases

- Once design team is hired, re-engage Mass Save Sponsor(s) to ensure this Program is a good fit
- Sign Mass Save Memorandum of Understanding (MOU)
- Sign an Engineering Services Agreement (ESA) confirming customer is willing to cost share the services of a ZNE expert that Mass Save sponsor(s) would bring to the project
- Establish EUI target and a roadmap for achieving the target
- Add ZNE goal and EUI target to Owner Project Requirement (OPR) and provide Mass Save Sponsor(s) with a copy
- Conduct iterative energy modeling throughout design to ensure the project is tracking toward the EUI target
- Establish a plan for calculating site EUI once the building is operational; identify responsible parties and consider tools that will flag unexpectedly high energy use (e.g., submetering)
- Ensure that a commissioning contract is in place that meets the program requirements and provide copy of commissioning scope to Mass Save Sponsor(s)
- If pursuing the Verification Incentive, establish a contract with the Verification Team to complete this work and provide a copy of the contract that includes the scope of work necessary to obtain the incentive to Mass Save Sponsors.

Mid Design

- Continue to conduct iterative energy modeling throughout design to ensure the project is tracking toward the EUI target
- Provide 50% or 100% Design Development set to Mass Save ZNE expert for review and team feedback/discussion
- Designers must include language in project documents informing contractors that this project is participating in a Mass Save downstream program pathway, and that they may not pursue or accept any HVAC, food service, domestic hot water or lighting upstream incentives for this project
- Finalize customer cost share payments to the ZNE specialist upon receipt of the specialists' Design Development Review Report

End of Design – Upon Completion of Design Team's Energy Modeling

- Provide the design team's energy modeling report based on 100% Construction Documents to Mass Save Sponsor(s) showing the predicted EUI of the project's final design. If the EUI target is met, move forward in Path 1 below. If the EUI target is not met, move forward with Path 2 (consult your Mass Save Sponsor).
- Sign the Custom Application in the pre-installation section, formally requesting Mass Save Sponsor incentives
- Sign the Minimum Requirements Documents (MRD) in the pre-installation section – affirming intent to build in accordance with the equipment and systems identified in the MRDs

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Construction/End of Construction Phase

- Maintain focus on the project components such that the predicted EUI is maintained as a target throughout construction
- Provide submittals, invoices, photographs and possibly a contractor schedule of values at the end of construction to affirm that major equipment and systems contributing to the predicted EUI have been installed
- Schedule a post installation walk-through with Mass Save Sponsor(s)
- Sign the Custom Application in the post-installation section to confirm project is complete and ready for occupancy
- Sign the Minimum Requirements Document (MRD) in the post installation section to confirm that equipment and systems have been installed as expected to contribute to the predicted EUI.
- Mass Save Sponsor(s) will pay customer's construction incentive if equipment is installed as expected
- Design Team Lead to submit an invoice for the Design Team Incentive
- Mass Save Sponsor(s) will pay the Design Team Incentives if equipment is installed as expected

Mass Save Performance Period

- Once the project reaches a steady state of occupancy and operation, provide Mass Save Sponsor(s) with an affidavit that confirms the metering system is set up and operating properly per ASHRAE 90.1-2016, para. 8.4.3 as verified by the commissioning agent, all corrective action customer intends to take related to energy use has been taken, and the building's occupancy and operation are in a steady state.
- Customer will provide Mass Save Sponsors with one year of post occupancy usage (including utility bills, delivered fuel usage, and on-site generation) after the beginning of the Mass Save Performance Period
- Mass Save Sponsors will review the data and true up the EUI date to adjust for weather
- If weather adjusted EUI meets the target EUI, Mass Save Sponsors will make the \$1.00/sf post occupancy payment
- If customer opted for the optional Verification Incentive, provide Mass Save Sponsors with copies of reports from each review interval
- Mass Save Sponsor(s) will make a \$3,000 certification support payment if customers certify their projects as net zero in accordance with LEED Zero or the International Living Future Institute's (ILFI's) Living Building Challenge 4.0 (including Zero Carbon, Zero Energy, CORE, Petal or Living Certification), the New Buildings Institute's (NBI's) zero energy standards, or if they receive Passive House certification from either PHIUS or PHI

7/29/2020

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Commercial New Construction or Major Renovation Path 2: Whole Building EUI Reduction Path



Receive Incentives for Medium to Large Building Energy Efficiencies

If your team is beginning the new construction or major renovation of a medium to large commercial or industrial building, the Sponsors of Mass Save are here to help you reduce the building's energy use intensity (EUI).

Energy Use Intensity, or EUI, is defined as the total amount of energy a building uses over the course of a year, divided by its square footage. The EUI is measured in kBtu/sf/year. Similar to the miles per gallon metric used to compare the fuel economy of one vehicle to the next, an EUI metric allows a comparison between the energy efficiency of buildings.

Your team will receive technical assistance to establish and reach an EUI target, as well as financial incentives to meet those goals.

Project Eligibility Requirements*

1. Building must be greater than 50,000 square feet
2. Owner should engage their Mass Save Sponsor(s) before 100% design development
3. Participating projects must aim at meeting at least a 10% EUI reduction from the Mass Save baseline
4. Project teams who engage with their Mass Save Sponsor(s) after the end of design development, may be eligible to participate in the modeling-only portion of this pathway

* Energy-intensive projects less than 50,000 sf in size may also be eligible to participate



PATH BENEFITS

Partner with the Sponsors of Mass Save before the 100% design development phase of your project and receive:

- Expert technical assistance to help develop the most cost-effective EUI reduction strategies to reach EUI goals
- Financial incentives based on the percent EUI reduction that the final design achieves beyond the Mass Save baseline
- Cost share with your Sponsor for the technical assistance and energy modeling fees
- Added incentives that assist project teams in achieving low energy use at post occupancy
- Annual energy cost savings as soon as your building is operational
- Design team incentives of up to \$15,000 for integrated, creative design aimed at attaining very low EUIs

Summary of Whole Building EUI Reduction Incentives

Customer Incentives	
Percent EUI Reduction	Rate
25.0% and above	\$1.25/sf
20.0% - 24.9%	\$0.75/sf
15.0% - 19.9%	\$0.50/sf
10.0% - 14.9%	\$0.35/sf
Technical Assistance	Up to 75% cost share (capped at \$20,000 per Sponsor)
Verification Incentive	50% of fee, up to \$10,000
Design Team Incentives	
Percent EUI Reduction	Rate
25.0% and above	\$0.20/sf, capped at \$15,000
20.0% - 24.9%	\$0.10/sf, capped at \$12,500
15.0% - 19.9%	\$0.05/sf, capped at \$10,000
10.0% - 14.9%	\$0.02/sf, capped at \$7,500

Go to MassSave.com/business, click on the **Find Your Mass Save Sponsor** tool and enter your zip code to connect with your Mass Save Sponsor(s).

About Mass Save:

Mass Save® is a collaborative of Massachusetts' natural gas and electric utilities and energy efficiency service providers including Berkshire Gas, Blackstone Gas, Cape Light Compact, Columbia Gas, Eversource, Liberty Utilities, National Grid, and Until. We empower residents, businesses, and communities to make energy efficient upgrades by offering a wide range of services, rebates, incentives, trainings, and information.



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NEW CONSTRUCTION & MAJOR RENOVATIONS

Memorandum of Understanding for Path 2: Whole Building Energy Use Intensity (EUI) Reduction

The Whole Building Energy Use Intensity (EUI) Reduction Program (“Program”) is intended for customers with larger and/or fairly complex projects,¹ who are interested in setting an EUI² reduction target that represents at least 10% improvement over a baseline building EUI. The intent of the incentives and technical assistance offered in this pathway is to provide a holistic energy reduction approach that shifts customer and design team focus to expected performance outcomes as they work through the project design.

Project Eligibility:

1. Projects must have a minimum of 50,000 square feet (sf) of comfort conditioned (heated and cooled) space.³
2. Customer should engage Mass Save Sponsors during the project’s conceptual or schematic design phases, but before 100% Design Development
3. Projects must be new buildings, building additions or complete renovations of existing buildings.⁴ Qualifying major renovations are such that occupancy is not possible during construction and where the project scope includes at least 3 of the following systems: (1) HVAC, (2) domestic hot water (DHW), (3) lighting, (4) envelope, and (5) process equipment.
4. Buildings should be comfort-conditioned (heated and cooled), but partially conditioned buildings such as warehouses and industrial facilities, may be eligible on a case by case basis
5. Core and shell and high-rise multi-family projects may participate, provided they meet the requirements above
6. Participants must be a customer of one of the Mass Save Sponsors

Key Customer Commitments:

1. Participating project teams commit to setting an EUI target⁵ in early design (at least a 10% EUI reduction from the Mass Save baseline) and working toward it throughout the remainder of design
2. Customers agree to including the EUI target in project documents such as Owner Project Requirements (OPR)
3. Customers agree to establishing a plan for determining the building’s post occupancy EUI and identifying a responsible party.
4. Customers must commit to a 25% cost share of the services of a third-party technical assistance vendor (services include energy charrette facilitation, EUI target setting, energy modeling, and mid-design review/feedback).

Key Mass Save Sponsor Commitments:

1. Cost share services of a Technical Assistance (TA) vendor (up to 75% of fee)
2. Assist customer and design team in identifying and evaluating EUI reduction strategies

¹ Examples of complex projects might be labs, health science centers, grocery stores, data centers, etc.
² Energy Use Intensity (EUI): A measure of a building’s gross annual energy consumption (excluding parking garages) relative to its gross square footage (excluding parking garages; penthouse square footage should also not be included, as it is not conditioned space). EUI is calculated as KBtu per square foot per year.
³ Mass Save Sponsors may allow participation in this pathway for energy intensive projects even if they are less than 50,000 sf in size.
⁴ Tenant fit outs are not eligible to participate in this pathway.
⁵ Neither combined heat and power (CHP) nor electricity generating renewables, such as photovoltaic (PV) or wind turbine technology, contribute towards the site EUI target. The EUI target may evolve throughout the design process.

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3. Offer construction and post occupancy incentives on a dollar per square foot basis, supporting projects with deeper EUI reductions with higher incentive rates (see Table 1 below)
4. Offer Design Team Incentives to qualifying projects (see Table 2 below)
5. Offer an optional Verification Incentive to help customers and their teams achieve the predicted EUI once the building is operating (see Table 1 below)

This document outlines the roles and responsibilities of each party to set transparent expectations for all parties participating in the Program. Under no circumstances does this Memorandum require customers or design teams to incorporate any particular EUI reduction strategy, nor does this document bind the customer or design team to a particular EUI target. All assistance offered by the Sponsors of Mass Save through this Program is offered in an advisory capacity only.

Mass Save Sponsors understand that the following customer:

_____ (“the Owner”):
 will undertake the following (check one)

- new construction
- major renovation,
- addition

_____ (“Premises Address”)

This project is being designed by the following design professionals (collectively, the “Design Team”):

_____ (“Architect”)
 _____ (“Electrical Engineer”)
 _____ (“Mechanical Engineer”)

Participating Mass Save Sponsors:

_____ (“Electric Sponsor”)
 _____ (“Gas Sponsor”)

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IMPORTANT:

Customers participating in this pathway may not also participate in the Mass Save upstream programs where incentives for HVAC, domestic hot water and lighting equipment are offered directly to distributors. To ensure participation in only one Mass Save program pathway for this equipment, designers must include language in project documents informing contractors that this project is participating in a Mass Save downstream program pathway, and that they may not pursue or accept any HVAC, domestic hot water or lighting upstream incentives for this project. Customers can and should participate in upstream offerings for food service equipment only.

Detailed Process:

Step 1—Coordination with Mass Save Sponsors

During schematic design or in pre schematic design, inform your Mass Save Sponsors of your new construction/major renovation project. The Path 2 Whole Building EUI Reduction Program is only available when Mass Save Sponsors are engaged and an energy charrette is scheduled before the end of Design Development. The earlier you contact your Mass Save Sponsors, the better the opportunity for energy savings and incentives.

All customers and architects must sign this Memorandum of Understanding (MOU) and agree to the following steps.

Step 2 – Energy Charrette, EUI Target Setting and Developing a Roadmap to Meeting the EUI Target

Customer and design team participate in an energy charrette with Mass Save Sponsors and their TA vendor.

- All projects participating in this Program must establish an EUI target that represents at least a 10% EUI reduction from the Mass Save baseline at or shortly after the energy charrette, with the understanding the EUI target may evolve over the course of design.
- Mass Save Sponsors will bring on a TA vendor who will:
 - Assist the project team in establishing a preliminary EUI target for the project, if one has not already been determined by the project team
 - Help the design team develop a set of strategies that will lead to a reduction in site EUI for the project relative to the Mass Save baseline EUI
 - Prepare a proposal to develop a baseline energy model (per Mass Save baseline requirements) and two phases of as-designed models:
 - TA vendors will produce the first as designed model and iteration of the baseline model based on either the 50% or 100% Design Development (DD) set. TA vendors will provide a report with feedback and further EUI reduction recommendations for the customer and design team at this time.
 - TA vendors will produce a final baseline and as-designed model based on the 90% Construction Documents (CD) set.

Step 3 – Customer Agrees to Cost Share TA Services

- Mass Save Sponsors will cover the fees for TA services in this Program at up to 75% cost share (each Mass Save Sponsor is capped at \$20,000).
- Customer must commit to 25% of the fee for TA services and must sign an Engineering Services Application (ESA) committing to this cost share.

Step 4 – Customer Must Develop a Plan for Measurement and Verification of the Project’s Operational EUI

Setting an EUI target and working toward it during design is an important step toward reducing operational energy use, however customers must establish a plan to evaluate energy use post occupancy

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to be successful in truly achieving a low site EUI. Customers must determine how EUI data will be collected and evaluated post occupancy and assign a responsible party.

Thought should be given to corrective action if at post occupancy the project is straying from the final design EUI. Mass Save Sponsors strongly recommend that the project team consider submetering at minimum in accordance with the LEED BD&C v4 Energy and Atmosphere Advanced Energy Metering credit, which requires submetering of any individual energy end uses that represent 10% or more of the total annual consumption of the building.

An optional Verification Incentive is available to help customers identify issues that may arise related to energy savings post construction (please request the Mass Save scope of work for more details). The Mass Save Sponsors will reimburse 50% or up to \$10,000 of the fee associated with this work. Customers must decide during design if they wish to pursue this incentive so that a contract can be put in place.

Step 5 – Design

Once the EUI target is established, it should be written into the project documents, including the Owner Project Requirements (OPR) where it will serve as a touchstone throughout the rest of design and construction. The project team will pursue the EUI target throughout design and should conduct the iterative energy modeling necessary to ensure that the design remains on track to achieve the target EUI.

Step 6 – Interim Report and Consultation

The TA vendor will produce a model and report based on the 50% or 100% Design Development set, showing measures that are producing site energy savings relative to the Mass Save baseline as well as the predicted EUI of the project. The customer, design team and Mass Save Sponsors will meet at this time with the TA vendor to review results and recommendations for further reducing the project EUI.

Mass Save Sponsors will lock in the target EUIs at each incentive tier at this time, based on the interim report. The target EUIs will remain locked for purposes of incentives unless there are major design changes between 100% Design Development and 100% Construction Documents, including, but not limited to HVAC system type changes and space type changes. Customers are not required to hit any particular target, however at this time, they will know for certain the EUI targets they must hit to achieve each tier of incentive rates.

Step 7 – Mass Save Incentive Pre-Approval

At 90% Construction Documents (CDs), the TA vendor will prepare the final Mass Save energy model and report documenting the final predicted EUI and the percent EUI reduction from the Mass Save baseline. Mass Save Sponsors will issue customer offer letters in accordance with the incentive rates shown in Table 1 below.

Table 1. Customer Incentive Rates*	
% EUI Reduction	Rate
10.0% - 14.9%	\$0.35/sf
15.0% - 19.9%	\$0.50/sf
20.0% - 24.9%	\$0.75/sf
25.0% and above	\$1.25/sf
Optional Verification Incentive	50% up to \$10,000

*Customer incentives are capped at 100% of the combined incremental cost of the EUI reduction strategies included in the project. Projects must be cost-effective to receive the full customer incentive and are subject to each Mass Save Sponsor's program budget.

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Mass Save Sponsors will require customers to sign a Custom Application, formally requesting Mass Save incentives, and customers must also sign the Mass Save Minimum Requirements Document (MRD) that lays out the energy-saving equipment and system details, based on 90% Construction Documents, that will lead the project to achieve the final design's predicted EUI. Customers must commit to building the building as it was designed and as it was documented in the MRDs. Major deviations from the design and changes in energy system components, equipment efficiencies and control strategies as documented in the MRDs could jeopardize the project's ability to achieve the target EUI and could jeopardize the customer's opportunity to obtain full incentives.

At this time, Mass Save Sponsors and customers need to finalize all payments to the TA vendor since the modeling and EUI reduction consultation phase of the project is complete.

Step 8 – Construction Completion, Construction Phase Incentive Payment, Design Team Incentive Payment

A few weeks before substantial completion, customers must provide a set of approved submittals, invoices and photographs corresponding with energy reducing equipment and systems per the MRDs. Sponsors may also request a copy of the project's schedule of values.

All projects participating in the Program are subject to inspection by each participating Mass Save Sponsor. Customers may be asked to arrange for these post inspections to take place once the building is ready for occupancy.

Upon Mass Save Sponsor review of submittals, photographs, and invoices, and upon completion of the post inspection, Mass Save Sponsor(s) will make the construction incentive payment to the customer. Where equipment and systems installed deviate substantially from equipment and systems shown in the design documents and MRDs, Mass Save reserves the right to adjust the customer and design team incentive amounts.

Select projects are subject to 20% incentive hold-back pending receipt of trend data or other information stipulated in the Minimum Requirements Documents (MRDs). The design team is eligible for a Design Team Incentive if the modeled EUI reduction is at least 10%. It is payable at the end of construction in accordance with the rates in Table 2 below, to encourage the integrated design and continuous iterative energy analysis that is necessary to achieve the EUI target.⁶ Mass Save Sponsors pay the Design Team Incentives to the design team lead (an invoice is required), who may disperse them to other team members as appropriate.

Table 2. Design Team Incentives		
Whole Building EUI Reduction	10.0% to 14.9% EUI Reduction	\$0.02/sf, capped at \$7,500
	15.0% to 19.9% EUI Reduction	\$0.05/sf, capped at \$10,000
	20.0% and 24.9% EUI reduction	\$0.10/sf, capped at \$12,500
	≥ 25.0% EUI reduction	\$0.20/sf capped at \$15,000

⁶ Where the project has a contract that may restrict payments to the design team (as can happen with some municipal projects), it is upon the design team lead to work with the customer to ensure that the design team can obtain design team incentive payments per this Program offering.

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Step 9 – Verification Incentive (optional)

Customers that have chosen to pursue a separate Verification Incentive from Mass Save Sponsors must ensure that their selected consultant completes the scope of

work during the post occupancy period. This incentive is offered to help customers achieve their EUI targets not only in the design, but upon occupancy as well. Provide copies of consultant reports generated at each review interview to Mass Save Sponsors. See your Mass Save Sponsors for details on requirements for this optional incentive.

Engagement with Mass Save Sponsors after Design Development

Project teams and customers who engage with Mass Save Sponsors on qualifying projects after the end of design development, may participate with Mass Save Sponsors as follows:

- Engagement with Mass Save Sponsors after the end of Design Development and before the end of Construction Documents:
 - Project teams may still participate in the modeling-only portion of the Path 2 Whole Building EUI Reduction Program at up to 50% Mass Save Sponsor and 50% customer model cost share.
 - The early EUI benchmarking support, the additional modeling cost share and the design team incentives will not be available for project teams that engage Mass Save Sponsors after 100% Design Development.
 - Customer incentive rates will vary from those published in this document.
- Engagement after 100% Construction Documents:
 - The Path 2 Whole Building EUI Reduction Program as described above is not available, but teams may participate with Mass Save Sponsors by completing appropriate prescriptive and custom applications via the New Construction Systems Path.

Disclaimers:

Except for payment of incentives as set forth hereunder, the Mass Save Sponsors do not make any representations, warranties, promises or guarantees in connection with the Program, energy conservation measures (ECMs), EUI reduction strategies, energy savings, benefits, adequacy or safety of ECMs or other items, or any work, services or other item performed in connection with the Program including, without limitation, the warranty of merchantability or fitness for a particular purpose. Also, other than the (i) energy cost savings realized by Customer, (ii) energy or ancillary service market revenue achieved through market sensitive dispatch, (iii) alternative energy credits, and (iv) renewable energy credits (altogether, the "Customer Credits"), the Mass Save Sponsors have unilateral rights to apply for any credits or payments resulting from the Program or ECMs (the "Sponsor Credits"). Such Sponsor Credits include but are not limited to credits and payments for: (a) ISO-NE capacity, (b) forward capacity credits, (c) other electric or natural gas capacity and avoided cost payments or credits, and (d) demand response program payments. Customer waives, and agrees not to seek, any right to any Sponsor Credit. The Mass Save Sponsors are not responsible for the payment of any taxes assessed by federal, state or local governments on either benefits conferred on the owner by the Sponsor(s) or design incentives paid to the design team.

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By signing below, the owner represents that he/she (1) shall be the sole and lawful owner of the Premises and (2) has read, understands, accepts and agrees to the terms and conditions for participation in the Program outlined above.

Owner Signature: _____

Owner Printed Name: _____

Date: _____

Email: _____ Phone: _____

Architect Signature: _____

Architect Printed Name and Company Affiliation: _____

Date: _____

Email: _____ Phone: _____

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Process Checklist Whole Building EUI Reduction Program

Early Design

- During concept design or early schematic (but before the end of Design Development), engage Mass Save Sponsor(s) and schedule an energy charrette
- Sign Mass Save Memorandum of Understanding (MOU)
- Sign an Engineering Services Agreement (ESA) confirming customer is willing to cost-share the services of a Technical Assistance (TA) vendor
- Establish EUI target. Insert site EUI target here if known: _____
- Include EUI target in the Owner Project Requirement (OPR) and provide Mass Save Sponsor(s) with a copy
- Establish a plan for calculating site EUI once the building is operational; identify responsible parties and consider tools that will flag unexpectedly high energy use at post occupancy (e.g., submetering)
- If pursuing the Verification Incentive, establish a contract with the Verification Team to complete this work and provide a copy of the contract that includes the scope of work necessary to obtain the incentive to Mass Save Sponsors

Mid Design

- Provide 50% or 100% Design Development set to TA vendor for review and team feedback/discussion
- Designers must include language in project documents informing contractors that this project is participating in a Mass Save downstream program pathway, and that they may not pursue or accept any HVAC, domestic hot water or lighting upstream incentives for this project. Upstream incentives for food service equipment are allowed and encouraged.

End of Design – Upon Completion of Energy Modeling

- Provide 90% Construction Documents to the TA vendor to provide a final report showing the predicted EUI of the project's final design. The EUI results will determine the level of incentives to be paid.
- Sign the Custom Application in the pre-installation section formally requesting Mass Save incentives
- Sign the Minimum Requirements Documents (MRD) in the pre installation section, affirming intent to build in accordance with the equipment and system specifications stated in the MRDs
- Finalize payment to Mass Save TA Vendor once energy model and report are complete

Construction/End of Construction Phase

- Maintain focus on the project components such that the predicted EUI is maintained as a target throughout construction
- Provide submittals, invoices, photographs and possibly a contractor schedule of values at the end of construction to affirm that equipment and systems were installed as stated in the MRDs
- Schedule a post installation walk-through Mass Save Sponsors
- Sign the Custom Application in the post-installation section to confirm project is complete and ready for occupancy
- Sign the Minimum Requirements Document (MRD) in the post-installation section to confirm that equipment and systems have been installed as expected to contribute to the predicted EUI. Note any changes.
- Mass Save Sponsors will pay customer's construction incentive if equipment is installed as expected
- Design Team Lead to submit an invoice for the design team incentive

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- Mass Save Sponsors will pay the Design Team Incentives if equipment is installed as expected

Post Construction

- If pursuing the Verification Incentive, provide copies of the Verification Team's reports at each reporting interval indicated in the scope of work to Mass Save Sponsors

7/29/2020

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Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 8/21/2020
 Re: Educational Mission Subcommittee Meeting Time: 8:45am
 Location: Remote Locations Meeting No: 1
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION
✓	Jeanne Craigie	Town Moderator
✓	Josephine Thomson	Community Member
✓	Nicole Nial	School Committee Member
	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee
✓	Bryan Lombardi	Stoneham High School Principal
✓	Brooke Trivas	Perkins and Will
✓	Joel Seeley	SMMA

Item #	Action	Discussion
1.1	B. Lombardi J. Seeley	The Educational Mission Subcommittee discussed its role to review the Educational Program being written by the High School Vision Committee and make a recommendation to the School Building Committee. Subcommittee Discussion: 1. The subcommittee is to be provided documentation developed to date. The Educational Program is currently being written, a draft will be provided to the subcommittee for review. B. Lombardi and J. Seeley to coordinate on a date. 2. J. Seeley to forward the MSBA Educational Program samples and template to the subcommittee for review. 3. B. Lombardi and J. Seeley to coordinate on a date the Educational Mission Subcommittee can attend a meeting of the High School Vision Committee.
1.2	Record	B. Trivas reviewed the Organizational Diagrams presented at the 8/17/20 SBC meeting, attached.

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

www.smma.com

JGS/sat/P:\2020\20033\04-MEETINGS\4.3 Mtg_Notes\Educational Mission Subcommittee\Educmissionsubcommitteemeeting_21August2020.Docx

Stoneham High School Feasibility Study

Community Forum 02

Hosted by the Stoneham School Building Committee (SSBC)

Join us for a community meeting to learn about and share your thoughts on a new or renovated school project! We **WANT** to hear from you - **I like...**, **I wish...**, **I wonder...**!

QUICK RECAP /

Catch up on what you might have missed:

- Feasibility Study process and schedule
- Condition of the facilities
- Educational vision of the future

REVIEW DESIGN OPTIONS /

Give feedback on ideas for:

- Renovation
- Renovation and addition
- New construction

LEARN ABOUT PROJECT COST /

Evaluate the preliminary cost models:

- Information on the cost for each option
- MSBA partnership

SHARE YOUR THOUGHTS /

Tell us what you think of the options:

- What are the advantages and disadvantages
- Which meet the educational and community needs best

Perkins&Will

Join us by **CLICKING** on the link:

<https://global.gotomeeting.com/join/942765229>

or **CALLING**

+1 (224) 501-3412 Access Code 942-765-229

Follow the meeting on **Facebook Live**

6:30pm September 23, 2020 Online



email: SSBC@Stoneham-Ma.gov
 website: Stoneham-Ma.Gov/hsbc

COMMUNITY MEETING PRESENTATION



AGENDA

- 1\ Educational Programming Update
- 2\ Design Alternatives Review

Aerial View of Stoneham High School

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Perkins&Will

Educational Programming Update

Building Committee Meeting

Educational Programming Update

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Educational Programming Update

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Educational Programming Update

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Perkins&Will

Design Alternatives Review

Building Committee Meeting

Design Alternatives Review – Renovation Only

- Pros:**
 - No disruption to site
 - Adequate square footage
 - Does not require relocation of culverted stream
- Cons:**
 - Does not meet 21c educational vision
 - Occupied phased construction (longer construction duration)
 - Difficult to meet ZNE goal

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Design Alternatives Review

CODE UPGRADES	RENOVATION ONLY	RENOVATION ADDITION	NEW CONSTRUCTION
<ul style="list-style-type: none"> NO Educational upgrades Code Upgrades System Upgrades Exterior Envelope Repairs Interior Repairs 		<ul style="list-style-type: none"> Scheme 1 Scheme 2 	<ul style="list-style-type: none"> Scheme 1 Scheme 2

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Design Alternatives Review – Renovation Addition 1

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Minimal disruption of educational spaces during construction
 - Retains existing field house size (bigger than MSBA template)
 - Maximizes visibility of new building from Franklin St
 - Contiguous fields for athletic planning
 - Separate community entries
 - Optimized building orientation for ZNE goal
- Cons:**
 - Parking distant from stadium
 - Two-phased construction
 - Tight construction area
 - Loss of fields during construction
 - Requires rerouting of culverted stream

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Design Alternatives Review – Renovation Addition 2

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Minimal disruption of educational spaces during construction
 - Retains existing field house size (bigger than MSBA template)
 - Pedestrian connection from community to expeditionary trail
 - Separate community entries
 - Optimized building orientation for ZNE goal
 - Ease of access to fields
- Cons:**
 - Loss of visibility of new building from Franklin St
 - Two-phased construction
 - Tight construction area
 - Loss of fields during construction
 - Requires rerouting of culverted stream

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Design Alternatives Review – New Construction 2

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Single-phased construction
 - Maximizes visibility of new building from Franklin St
 - Pedestrian connection from community to expeditionary trail
 - Separate community entries
 - Contiguous fields for athletic planning
 - Parking near main entry and stadium
 - Optimized orientation of stadium
- Cons:**
 - Tight construction area
 - Loss of fields & stadium use during construction
 - Relocated stadium
 - Northeast parking needs retaining
 - Requires rerouting of culverted stream

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Design Alternatives Review – New Construction 1

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Single-phased construction
 - Maximizes visibility of new building from Franklin St
 - Pedestrian connection from community to expeditionary trail
 - Separate community entries
 - Parking near main entry and stadium
 - Optimized orientation of stadium
- Cons:**
 - Tight construction area
 - Loss of fields and stadium use during construction
 - Relocated stadium
 - Northeast parking needs retaining
 - Requires rerouting of culverted stream

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Q&A

Building Committee Meeting

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- 3.1.6 PRELIMINARY EVALUATION OF OPTIONS



Project Management | SMMA

Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 9/14/2020
 Re: School Building Committee Meeting Time: 7:00pm
 Location: Remote Locations Meeting No: 9
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Chair Select Board	Voting Member
	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
✓	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
✓	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Patrick Cunningham	Perkins and Will	
✓	Leo Liu	Perkins and Will	
✓	Joel Seeley	SMMA	

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Project: Stoneham High School Feasibility Study
 Meeting Date: 9/14/20
 Meeting No.: 9
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Item #	Action	Discussion
9.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
9.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
9.3	Record	A motion was made by R. Parker and seconded by L. Gallagher to approve the 8/31/20 School Building Committee meeting minutes. No discussion, motion passed unanimous by roll call vote.
9.4	Record	J. Seeley distributed the 8/31/20 Sustainable Design meeting minutes, attached, and provided an overview of the meeting held on 9/14/20 with committee members, P&W, and SMMA to review the MassSave incentive program and Path 1 Memorandum of Understanding (MOU), attached. The attending committee members recommend approval of the MOU. A motion was made by J. Craigie and seconded by J. Thomson to approve the MassSave Path 1 Memorandum of Understanding (MOU) and recommend execution by D. Sheehan. No discussion, motion passed unanimous by roll call vote.
9.5	Record	B. Trivas distributed the 9/2/20 Traffic Commission meeting minutes, attached.
9.6	B. Trivas	B. Trivas presented and reviewed the Educational Programming and Space Summary development, attached. The Space Summary reflects a school size of 208,494 square feet, including the Pre-K Program and not including Central Office. The MSBA Guideline is 149,824 square feet, not including the Pre-K Program or Central Office. The High School Vision Committee has been meeting weekly on the Educational Program and is targeting 9/21/20 to issue a draft for review by the Educational Mission Subcommittee. Committee Discussion: <ol style="list-style-type: none"> D. Bois asked if there was any opportunity to tighten up the square footage of the building to reduce the amount of non-reimbursable space? <i>B. Trivas indicated yes, this will be a focus of the next High School Vision Committee meeting.</i> D. Bois asked if the tightening up happens in advance of submitting the PDP to MSBA? <i>B. Trivas indicated ideally yes, it is better to decide now in PDP.</i> R. Parker asked if this represents all the requested space? <i>B. Trivas indicated no, since the 208,494 square feet version was developed, additional space has been asked for by the Pre-K and SPED Programs, and PE.</i>

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Project: Stoneham High School Feasibility Study
 Meeting Date: 9/14/20
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Item #	Action	Discussion
		<ol style="list-style-type: none"> D. Bois asked will the Superintendent, Educational Mission Subcommittee and High School Vision Committee be involved in pairing down the square feet? <i>B. Trivas indicated yes the Superintendent, Educational Mission Subcommittee and High School Vision Committee will be involved in pairing down the square feet.</i>
9.7	B. Trivas P. Cunningham Committee	B. Trivas presented and reviewed preliminary Site Planning Options, Construction Phasing and Pros and Cons for each Option. Each option includes geo-thermal wells, triple glazed fiberglass windows and curtainwall, and robust envelope insulation to align with Path 1 goals, two synthetic turf soccer fields with sports lighting, new or reconstructed synthetic football field and track with sports lighting, and a reconstructed natural turf baseball, softball and soccer field. Parking space counts match existing. Additionally, each option includes new traffic signals at the Franklin Street school entry and the Franklin Street/Stevens Street intersection. The Options are as follows: <ol style="list-style-type: none"> Code Repair Only Renovation Only Option 2A Renovation/Addition Option 3A Renovation/Addition Option 3B Renovation/Addition Option 3C New Construction Option 4A New Construction Option 4B New Construction Option 4C New Construction Option 4D New Construction Option 4E Committee Discussion – Open Items from the 8/31/20 SSBC meeting: <ol style="list-style-type: none"> D. Pignone requests a listing of the pros and cons of renovating the existing Gymnasium versus constructing a new Gymnasium be provided. <i>B. Trivas to develop a listing of the pros and cons for review for the next committee meeting.</i> M. Christie asked what is the additional cost to construct a new Gymnasium the same size as the existing Gymnasium? <i>B. Trivas to provide direction for the next committee meeting.</i> Additional Committee comments were received on the 8/31/20 presentation, attached.

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Project: Stoneham High School Feasibility Study
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Project: Stoneham High School Feasibility Study
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Committee Discussion:

1. C. Mashburn asked if the construction duration can be added to each Option.
B. Trivas will add the construction duration to each option for Committee review.
2. D. Gove asked if the 48" culvert will be reviewed to verify if the required pipe size is still valid?
P. Cunningham indicated yes, the culvert, which has been found to be 36" by the surveyor, will be reviewed to confirm the sizing is still valid.
3. D. Bois asked if the environmental permitting impact can be reviewed if any work on the 48" culvert is included in the project, including spanning the building over it?
P. Cunningham indicated yes, the environmental permitting impact will be reviewed.
4. D. Bois asked how long are the buildings in Renovation/Addition Options 3A, and New Construction Options 4A and 4C?
P. Cunningham indicated he will provide direction.
5. D. Bois indicated in Renovation/Addition Options 3A and 3C, the parking is far from the Gymnasium.
P. Cunningham agreed and indicated the location of the Cafeteria does not lend it to being used as a pre and post function space for the Gymnasium.
6. D. Bois indicated the Committee will provide edits to the Pros and Cons listed for each Option.
7. D. Gove requested 'Construction Impacts' be added to the Pros and Cons for each Option.
P. Cunningham to add.
8. D. Gove asked if the cost to relocate the existing gas, electric, telephone, cable, water and sewer in Renovation/Addition Option 3A and 3C, and New Construction Options 4A, 4B, 4C and 4E has been included in the cost estimates?
P. Cunningham will review and provide direction at the next Committee meeting.
9. P. Ryder asked if all the fields will be regulation size?
B. Trivas indicated yes, for any fields that are reconstructed or new. There are some fields that currently do not meet regulation, P&W will confirm for next meeting

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Item #	Action	Discussion
		10. D. Bois asked if all the Options reflect the 208,494 square feet in the Space Summary? <i>B. Trivas indicated generally yes.</i> 11. D. Bois asked if there will be spaces below the first floor level to take advantage of the grading? <i>P. Cunningham indicated P&W is reviewing and will provide direction for the next Committee meeting.</i> 12. D. Pignone asked if the temporary construction vehicle access drive thru Benjamin Terrace will be a permanent road after construction completion? <i>D. Sheehan indicated most likely not, it could be an emergency only access and permanent pedestrian walkway.</i>
9.8	J. Seeley P. Cunningham Committee	J. Seeley reviewed the Project Cost, Construction Cost, Reimbursement and Cost to Stoneham for each Option, attached. Committee Discussion: 1. D. Bois asked if the Ineligible Building Costs can be broken down by Ineligible Costs due to the \$333/SF cap and the Ineligible Costs due to Space above MSBA Guideline. <i>J. Seeley will provide for next Committee meeting.</i> 2. D. Bois asked if the cost for ZNE Path 1 can be identified? <i>P. Cunningham indicated yes, the costs will be provided for next Committee meeting. P&W will provide Life Cycle Cost Analysis (LCCA) in the next phase.</i> 3. D. Bois asked the Committee to reflect on what scope may need to be reduced in order to lower the cost of the project. 4. J. Thomson asked if the project should include just the traffic signal at the Franklin Street school entry and not the Franklin Street/Stevens Street intersection? <i>D. Sheehan indicated he will review, but there is no other project to connect the Franklin Street/Stevens Street intersection to and any costs would require a town vote to appropriate the funding.</i>
9.9	Committee	B. Trivas reviewed the draft Options Evaluation Form, attached, to be used at the 9/28/20 SSBC meeting. Committee to review and email any comments to B. Trivas prior to next Committee meeting. Committee Discussion: 1. D. Bois asked the Committee to also prioritize the Compliance Factors, as some will weigh more importantly than others.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 9/14/20
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PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 9/14/2020
 Time: 7:00pm
 Meeting No: 9

Item #	Action	Discussion
9.10	D. Sheehan	J. Seeley reviewed the PSR Phase Meetings and Agenda Schedule, attached. Committee Discussion: 1. S. Iovanni asked if there will be a limit on attendees to the in-person Tri-Board Meeting on 10/15/20? <i>D. Sheehan will review.</i>
9.11	Record	J. Seeley reviewed the fully executed BRR No. 1, attached.
9.12	A. Palmerino	Subcommittee Updates Public Relations Subcommittee 1. A. Palmerino to forward the PSA announcement for Community Forum No. 2, to be held on 9/23/20.
9.13	Record	Committee Questions - none
9.14	Record	Old or New Business 1. M. Christie asked if the Committee had any reservations with having the 9/28/20 SSBC meeting in-person? <i>The Committee indicated they did not. The item will be further reviewed at the Wednesday Chairs meeting.</i> 2. J. Craigie asked if hardcopies of meeting materials can be provided on the Friday before the Monday meeting? <i>D. Bois indicated P&W and SMMA will email out draft meeting materials on the Friday before the Monday meeting going forward.</i>
9.15	Record	Public Comment - none
9.16	Record	Next SBC Meeting: September 28, 2020 at 7:00 pm.
9.17	Record	A Motion was made by S. Iovanni and seconded by R. Parker to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, 8/31/20 Sustainable Design meeting minutes, Path 1 MassSave Memorandum of Understanding (MOU), 9/2/20 Traffic Commission meeting minutes, Additional Committee comments on the 8/31/20 presentation, Project Cost, Construction Cost, Reimbursement and Cost to Stoneham for each Option, PSR Phase Meetings and Agenda Schedule, fully executed BRR No. 1, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

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SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
Attended Remotely	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Patrick Cunningham	Patrick.cunningham@perkinswill.com	Perkins and Will
Attended Remotely	Leo Liu	xi.liu@perkinswill.com	Perkins and Will
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

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Agenda

Project: Stoneham High School Feasibility Study Project No.: 20033
 Re: School Building Committee Meeting Meeting Date: 9/14/2020
 Prepared by: Joel Seeley Meeting Time: 7:00 PM
 Location: Remote Locations
 Distribution: Attendees (MF)

1. Call to Order
2. Approval of Minutes
3. Educational Programming Update
4. Design Alternatives and Phasing Update
5. Cost Estimates Review
6. Approval of Invoices and Commitments
7. Schedule and Budget Update
8. Sustainable Design Update
9. Subcommittee Updates
10. New or Old Business
11. Committee Questions
12. Public Comments
13. Next Meeting: September 28, 2020
14. Adjourn

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STONEHAM HIGH SCHOOL FEASIBILITY STUDY SCHOOL BUILDING COMMITTEE	
MEETINGS SCHEDULE AND AGENDAS June 10, 2020 Updated August 11, 2020	
DATE	AGENDA
Feasibility Study Phase (PDP)	
June 22, 2020	SCHOOL BUILDING COMMITTEE MEETING Introduction of Architects Approval of Architect's Proposal Discussion of Project Goals Discussion of Detailed Schedule
July 6, 2020	SCHOOL BUILDING COMMITTEE MEETING Discussion of Educational Programming Process Discussion of Existing Conditions Discussion of Alternative Sites
July 20, 2020	SCHOOL BUILDING COMMITTEE MEETING Existing Conditions Update Discussion of Sustainable Design
July 20, 2020	EDUCATIONAL VISIONING WORKSHOP #1
July 21, 2020	EDUCATIONAL VISIONING WORKSHOP #2
July 23, 2020	EDUCATIONAL VISIONING WORKSHOP #3
July 24, 2020	EDUCATIONAL VISIONING WORKSHOP #4
July 27, 2020	EDUCATIONAL VISIONING WORKSHOP #5
July 28, 2020	EDUCATIONAL VISIONING WORKSHOP #6
July 30, 2020	EDUCATIONAL VISIONING WORKSHOP #7
July 31, 2020	EDUCATIONAL VISIONING WORKSHOP #8
August 3, 2020	SCHOOL BUILDING COMMITTEE MEETING Educational Programing Update Existing Conditions Update Sustainable Design Update Discussion of Design Alternatives
August 11, 2020	COMMUNITY FORUM NO. 1 - INTRODUCTIONS, STUDY SCHEDULE, EXISTING CONDITIONS & EDUCATIONAL PROGRAM
August 17, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Discussion of Cost Models Discussion of Construction Delivery Methods
August 31, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Cost Models Update
September 14, 2020	SCHOOL BUILDING COMMITTEE MEETING Design Alternatives and Phasing Update Sustainable Design Update Cost Models Update
September 23, 2020	COMMUNITY FORUM NO. 2 - DESIGN ALTERNATIVES, COST MODELS
September 28, 2020	SCHOOL BUILDING COMMITTEE MEETING Review Refined Design Alternatives and Phasing Review Cost Models Vote to Submit PDP and Top 3 Alternatives
October 6, 2020	SUBMIT PDP PACKAGE TO MSBA ADDITIONAL MEETINGS TO BE SCHEDULED

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STONEHAM HIGH SCHOOL FEASIBILITY STUDY SCHOOL BUILDING COMMITTEE	
MEETINGS SCHEDULE AND AGENDAS September 8, 2020	
DATE	AGENDA
Feasibility Study Phase (PSR)	
October 13, 2020	SCHOOL BUILDING COMMITTEE MEETING - TUESDAY Review PSR Phase Schedule Review PSR Phase Goals Decide Construction Delivery Method Prepare for Tri-Board Meeting
October 15, 2020	TRI-BOARD MEETING - 7:00 PM at the High School Gymnasium
October 26, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives and Phasing Structural Narrative Review Review MSBA Comments on PDP Submission Prepare for Community Forum No. 3
TBD	COMMUNITY FORUM NO. 3 - 6:30 PM
November 9, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives MEP Systems Narrative Review Update on Sustainable Design
November 23, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives and Phasing Review Cost Models Preliminary Options Evaluation
December 7, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives Update on Sustainable Design Review Cost Models Options Evaluation Discuss the One Preferred Option Prepare for Community Forum No. 4
TBD	COMMUNITY FORUM NO. 4 - 6:30 PM
TBD	TRI-BOARD MEETING
December 21, 2020	SCHOOL BUILDING COMMITTEE MEETING Decide the One Preferred Construction Alternative Vote to Submit Preferred Schematic Report to MSBA
December 29, 2020	SUBMIT PREFERRED SCHEMATIC REPORT PACKAGE TO MSBA ADDITIONAL MEETINGS TO BE SCHEDULED

Project Management | **SMMA**

Project Minutes

Project:	Stoneham High School Feasibility Study	Project No.:	20033
Prepared by:	Joel Seeley	Meeting Date:	8/31/2020
Re:	Sustainable Design Meeting	Time:	10:00am
Location:	Remote Locations	Meeting No.:	1
Distribution:	Attendees (MF)		

Attendees:

PRESENT	NAME	AFFILIATION
✓	Marie Christie	Co-Chair, School Building Committee
✓	Raymie Parker	Chair, Select Board
✓	Dennis Sheehan	Town Administrator
✓	John Macero	Superintendent of Schools
✓	Brian McNeil	Facilities Director
✓	Erin Wortman	Director, Planning and Community Development
✓	Susan McPhee	Energy Conservation Coordinator
✓	Kimberly Cullinane	Eversource
✓	Mark Rooney	Eversource
✓	Brooke Trivas	Perkins and Will
✓	Patrick Cunningham	Perkins and Will
✓	Joel Seeley	SMMA

Item #	Action	Discussion
1.1	Record	All introduced themselves and their role in the feasibility study.
1.2	Record	J. Seeley generally described the feasibility study scope and schedule.
1.3	Record	P. Cunningham described P&W's recent experience with ZNE projects and the major design strategies undertaken. Discussion: 1. D. Sheehan asked if P&W sees any deal breakers in SHS achieving ZNE, such as renovating the existing Gymnasium or natural gas for the emergency generator? P. Cunningham indicated no, but specific aspects will need to be studied, such as the envelope of the existing Gymnasium.
1.4	K. Cullinane B. Trivas	K. Cullinane described the MassSave incentive program and Path 1 and Path 2 MassSave Memorandum of Understanding (MOU). MassSave will provide the

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Project: Stoneham High School Feasibility Study
 Meeting Date: 8/31/20
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Item #	Action	Discussion
	J. Seeley	<p>services of a Technical Assistance (TA) vendor, a ZNE expert, to provide technical assistance and energy modeling services commencing in the feasibility study phase, thru a cost sharing agreement with the Town. Once the Town executes the MOU, a meeting will be scheduled with the TA vendor, who will then submit a fee proposal for approval.</p> <p>Discussion:</p> <ol style="list-style-type: none"> J. Seeley to review the MOU with the SSBC for approval and execution by the Town and P&W. J. Seeley asked when would the Town's share for the cost of the TA vendor be due? <i>K. Cullinane indicated the Town's share would be due when the services were performed, the majority of which will be performed in the feasibility and schematic design phases.</i> D. Sheehan asked if there are any communication strategies other communities undertook that can be shared? <i>K. Cullinane indicated Acton-Boxborough is a good example of holistically assessing the upfront capital costs related to ZNE and how the long-term reduction in operational costs can be used to off-set the debt service. Lexington is another good example.</i> K. Cullinane will forward information on Eversource's annual meeting, that includes a presentation on ZNE. K. Cullinane will forward an updated list of recent ZNE school projects. B. Trivas and J. Seeley to develop a list of P&W's and the TA vendor's services in the feasibility and schematic design phases.
1.5	D. Sheehan	D. Sheehan to schedule a follow-up meeting in two weeks.

Attachments:

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Stoneham High School Feasibility Study
 Design Options Review
 Progress PDP Comments and Responses

September 8, 2020
 Update: September 14, 2020

No.	SSBC Member	Date	Comment	P&W Response
1	Paul Ryder	9/8/2020	My biggest concern is the moving of the fields - especially the lighted football field. I am aware lighting can be directed to reduce spillover but the perception of the light poles will be a problem for abutters. Rather spend the money of turfied fields especially if we are looking at multi-use fields.	A number of schemes maintain the stadium at its current location to minimize lighting challenges. The current cost estimate carries 1 stadium and 2 soccer/lacrosse fields as turf multipurpose fields.
2	Marie Christie	9/8/2020	Just a little background for my comments. This project is my 7th SBC and 4th Debt Exclusion attempt. Although all 3 Debt Exclusions ultimately passed, it was a very difficult to get the majority vote. Stoneham has never passed a regular override. In the past, all town boards were extremely conservative. When I retired from the School Committee 2 yrs. ago, the percentage of households in town that had children in public school was about 18%. The town has an extraordinarily large senior population that are the best voters in town. They may or may not to an asset to the Debt Exclusion campaign. The next largest group of voters are the empty nesters who mostly vote against all school appropriations. The passage of the Debt Exclusion will ultimately rest on the elementary and middle school parents who are in the minority of registered town voters. That being said, here are my thoughts. A few weeks ago I stated that I had two non-negotiables. 1. keep the current gym. 2. The new building must be front facing. Well, I may waiver a bit on #1. Could you get a cost estimate plus % of reimbursement for rehabbing the current gym and adding a suspended track to it. Also a cost estimate plus % of reimbursement for enlarging a new gym with and without a suspended track.	Cost and feasibility will be provided for a suspended track in the gymnasium space. For the Renovation Only and Renovation Addition where we reuse the existing gym the suspended track will be difficult due to the inability of the existing structural system to support the new track loading requirements.
3	Marie Christie	9/8/2020	I do like Reno Add #1 (keeping the current gym). Can you move the entire building to the east toward the current parking lot and tennis courts so that the west end aligns approximately at the current gym. I really cannot tell if this is a 1,2 or 3 story building.	The design team is concerned about the visibility of the entry and conflict with ledge, if the building moves east. We will understand more when we receive the site survey. The building will be 2 stories and in some cases 3, when slopes are greater.
4	Marie Christie	9/8/2020	I also like New Cons. #1. Again, can you move the building as in the previous paragraph. Also move the Gym and Auditorium to the west end of the building.	To be studied. Potential reduction of drop-off loop length; lessen effectiveness of relieving traffic pressure from Franklin St.
5	Marie Christie	9/8/2020	I would like to see all playing fields remain where they currently are, if possible. In moving the building to the east I think we could keep the baseball diamond and at least 1 softball diamond along with the soccer fields. The funds we save from not moving 6 fields could be reallocated to a larger gym with a suspended track. When the current building is demolished, we could restore the additional fields and tennis courts. This would not interrupt the sports programs which are so crucial to many students.	Construction staging area and geoechange field may impact/disturb at a minimum 2 major fields, regardless of the building location/position. To be studied in conjunction with comment No. 4.
6	Raymie Parker	9/8/2020	I like designs 2, 3, 4.	We will work to integrate pedestrian path from the south of the site, as the options are being developed.
7	Raymie Parker	9/8/2020	I wish there could be another alternative path built coming from the south. There are a few streets back there that could handle a walking/bike path. It may help with traffic mitigation on Franklin, if the neighborhood behind the school had a safe route to school, that parents would be comfortable in letting HS students walk, instead of driving.	We will inquire with the Civil team on the culverted stream's impact on the flooding issues.
8	Raymie Parker	9/8/2020	I wonder if addressing this culvert under the school will help in mitigating some flooding issues that pose a problem from Weiss farm area.	All design alternatives will work to accomplish this.
9	Raymie Parker	9/8/2020	I like the pre-k having a separate entrance and play space.	Please provide more detail Raymie.
9	Raymie Parker	9/8/2020	I wish to fix any existing issues or concerns with the site.	We really like your use of "I like... I wish... I wonder...". Thank you. Preliminary budget options will be presented shortly.
10	Raymie Parker	9/8/2020	I wonder about costs.	

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
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Stoneham High School Feasibility Study
Design Options Review
Progress PDP Comments and Responses

September 8, 2020
Update: September 14, 2020

No.	Date	SSBC Member	Comment	P&W Response
11	9/10/2020	Raymie Parker	I wish to fix any existing issues or concerns with the site. I am unaware of any existing conditions, but for example, are there any questions we need to discuss with Conservation, are there invasive species or plants or natives we would like to keep or remove. Is there any ground/fill that we know of that may need addressing. What problems have plagued the school, that we don't see, other than the building. Macero/MacNeill/Yana may have more insight on this.	
12	9/10/2020	Albert Talarico	I would like to know the cost before committing to any design. If the renovation cost is fairing close to new Construction, which I believe will be the case, why would we even consider renovating or code compliance?	
13	9/10/2020	Albert Talarico	I like the new Construction Schema 1 and 3. I like that the orientation of the buildings is facing Franklin Street, the pedestrian connection, and the parking area locations.	
14	9/11/2020	Jeanne Craigie	I think they were unimaginative. Personally without cost associated I don't think I could ever make an informed decision. I concur with Mrs. Christie on the history having lived through this over 30 odd years. Without proper documentation this committee is relying on what PW seems to want.	
15	9/11/2020	Jeanne Craigie	I am one who feels we should have a face forward building three stories ... I think it would be cost effective and a far better use of space. I would like to see a three-story building.	
16	9/11/2020	Jeanne Craigie	I agree that any Preschool facility should be separate with separate entrance.	
17	9/11/2020	Jeanne Craigie	I think the fields should remain where they are ... but be turned ... if we are to improve them the Stadium Field should be North to South so to avoid sun glare.	
18	9/11/2020	Jeanne Craigie	I also believe there is enough land adjacent to have two side to side turf fields	
19	9/11/2020	Jeanne Craigie	Switching BB fields would allow us more space and the hill would provide us with area to watch area for both softball and baseball games.	
20	9/11/2020	Jeanne Craigie	Leave the lights where they are perhaps refurbish with new technology.	
21	9/11/2020	Jeanne Craigie	I would explore the Stevens Street egress.	
22	9/11/2020	Jeanne Craigie	The paper Street by Fieldstone as a walkway.	
23	9/11/2020	Jeanne Craigie	The land behind FB field as second entrance.	
24	9/11/2020	Jeanne Craigie	I also believe FD would want to access behind the building ... that being said ... develop new area by tennis courts as a new parking lot.	
25	9/11/2020	Jeanne Craigie	Without seeing the cost of a refurbished gym and honestly is a suspended track worth the investment??	
26	9/11/2020	Jeanne Craigie	I might be inclined to redo gym by pushing it out the back entrance. Adding on out back and refurbishing the full locker room by elevator.	
			The educational plan should be contiguous to disciplines and have places that are secure for staff and supplies as well as large group rooms.	

Stoneham High School Feasibility Study
Design Options Review
Progress PDP Comments and Responses

September 8, 2020
Update: September 14, 2020

No.	Date	SSBC Member	Comment	P&W Response
27	9/11/2020	Jeanne Craigie	I think going straight down would also eliminate culvert change with sewer & water.	
28	9/14/2020	Doug Gove	Slide 6 - Educational Programming Update Diagram - Has the Committee agreed to all of the spaces shown on this diagram? a. Did we agree to provide vocations? ---- how much space does this add to the building and at what cost? b. Are the Stoneham School District Offices going to be together with the HS Principal / Guidance spaces? I thought there was discussion at one point of having a separate entrance for the District Offices.	
29	9/14/2020	Doug Gove	Slide 7 - Educational Space Summary --- WE are currently showing 60,000 SF more than is reimbursable by MSBA. When is the Committee going to discuss this? Why are the District Offices not factored into the square footage tally?	
30	9/14/2020	Doug Gove	Slide 9 & 10 - Design Alternatives Update / Summary: a. For the renovation option, is it feasible and worthwhile to reuse the exiting gym. The deficiencies discussed to date (seismic, type of construction, egress) concerns me. b. For the new construction option, why do we have 4 options with the new school in front of the existing school? I'd like to see at least two alternatives where the new school is not directly in front of the existing school. I remain concerned about logistics and impact to students / teachers.	
31	9/14/2020	Doug Gove	Slide 12 - Alt 2A Renovation Option Construction Phasing ---- There is a big grade difference within the staging area and construction egress. Has this been accounted for.	
32	9/14/2020	Doug Gove	General ---- each of the Alternatives should have a category for Impact to Students / Teachers with pros and cons.	
33	9/14/2020	Doug Gove	General --- has the site been programmed with respect to required parking spots and # and type of fields and whether we are going to provide lights on multiple fields? We seem to be providing what we already have. Also do we need 9 tennis courts? Why not add outdoor basketball courts. How many parking spots are needed for teachers, students, auditorium, gymnasium.	

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34	9/14/2020	Doug Gove	General --- consider upgrading the football field as an earl milestone task. Installing turf early will allow it to be used more frequently during construction without impacting playing surface. Could we add a second multi-use turf field also to lessen impacts of field reductions?	
35	9/14/2020	Doug Gove	Slide 13 - Don't agree with the Site / Access Pro that there is no disruption to the site. There will be a big disruption during construction. Also, this slide doesn't address the fact that a Con is that modular classrooms are required. Should also address the fact that hazardous building material abatement could significantly complicate and add to the cost.	
36	9/14/2020	Doug Gove	Slide 14 - Alt:3A - How would you get to the gymnasium? Where are the offices?	
37	9/14/2020	Doug Gove	Slide 15 - Alt:3A - a.What is the plan to relocate the sewer and water? Can you keep them active during construction? What is a plumbing utility - is this water and sewer? I wouldn't refer to it as a plumbing utility. b.Where is the existing gas line and is this impacted during construction? c.Does the temporary access account for the change in grade near the tennis courts?	
38	9/14/2020	Doug Gove	Slide 16 - Alt:3A - Doesn't address the need to relocate the water and sewer lines. What does 1 or 2 expansion joints mean ---- why is this even a con?	
39	9/14/2020	Doug Gove	General --- can I get more info on the large culvert that runs through the site? What is the origin? Are plans available? Has the hydrology been reviewed?	

Stoneham High School Feasibility Study
Design Options Review
Progress PDP Comments and Responses

September 8, 2020
Update: September 14, 2020

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40	9/14/2020	Doug Gove	Slide 17 - Alt:3B: a.what is the green dashed line on the plan --- is this the culvert relocation? b.Parking seems far away from the school c.Can softball and soccer fields be located where the old tennis courts were? Is there ledge there?	
41	9/14/2020	Doug Gove	Slide 19 - Alt:3B: a.Wouldn't parking remote from school be a con also? b.Why is poor visibility from Franklin Street a Con? This shouldn't be a major design consideration and I hope this isn't driving the fact that there is only one new construction option that is not right in front of the existing school. c.Again --- what is expansion joint discussion as a Con --- I don't get it. d.Relocation of the drainage conduit a Con?	
42	9/14/2020	Doug Gove	Slide 20 - Alt:4A: a.Doesn't appear to be adequate space for the stands for the football field. b.Is adequate parking provided?	
43	9/14/2020	Doug Gove	Slide 21 - Alt:4A: a.Does the temp access road account for the change in grade? b.Does the temp construction access account for the change in grade?	
44	9/14/2020	Doug Gove	Slide 22 - Alt:4A: a.Does not account for relocation of the water and sewer during construction. b.Why is re-routing a stream an architecture item. Should be a site item.	

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45	9/14/2020	Doug Gove	Slide 23 – Alt 4B: Where are the stands for the football field?	
46	9/14/2020	Doug Gove	Slide 24 – Alt 4B: Does the temporary access road account for the change in grade near the softball fields?	
47	9/14/2020	Doug Gove	Slide 25 – Alt 4B: a.Site Con is relocation of the water / sewer. b.Re-routing of stream is a site item not architecture. c.Expansion joints?	
48	9/14/2020	Doug Gove	Slide 28 – Alt 4C: a.Site Con is relocation of the water / sewer. b.Re-routing the stream is site item.	
49	9/14/2020	Doug Gove	Slide 30 --- Alt 4D --- this should be the preferred alternative. Less impacts to field. Less impact to students and existing utilities.	
50	9/14/2020	Doug Gove	Slide 31: Alt 4D a.Site Pro's --- don't need to relocate water / sewer. Don't need to relocate the culverted stream ---- you can't have these as negatives on 1 slide and not view as a pro on another unless you are biased against this option. b.Site Pro's minimized impact to students / teacher. c.Site Pro's minimize impact to athletic fields during construction ---- how do we know that fields are not correct size if they haven't been programmed? d.Site Con --- again I have a problem with the view from Franklin Street being a Con unless the group is biased to that option. You listed it as a con under 2 different options.	

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Meeting Minutes

Date: 9.9.2020 Authored by: Brooke Trivas/ Alyson Fletcher

Meeting Details

Meeting Date:	9.2.2020	Project Name:	Stoneham High School
Meeting Time:	12::00 PM	Project Number:	-
Meeting Location:	Virtual	Attendees:	Dennis Sheehan, Town Administrator Brett Gonsalves, DPW Director Joe Ponzio, Traffic Safety Officer Erin Wortman, Director of Community Development and Planning Jim McIntyre, Police Chief Matt Grafton, Fire Chief John Macero, Superintendent Maria Sagarino, Town Clerk (serving in her capacity as Traffic Clerk) Brooke Trivas, Patrick Cunningham, Xi (Leo) Liu, Perkins & Will Emily Hunt, Warner Larson (Partial attendance) Alyson Fletcher, Nelson\Nygaard Joel Seeley, OPM SMMA

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Meeting Minutes
 Stoneham High School
 Meeting Date: 9.2.2020

Group Discussion

- **Discuss history of safety officer's management of Franklin Street at Franklin Place and at Stevens Street. Weakness, strengths, opportunities. Discuss site circulation and traffic needs generally.**
 - a. BUDGET TO carry cost for new signal at Stevens (and engineering study) and for an upgrade or new signal at Franklin Place.
 - b. Traffic at Franklin + Stevens is "a nightmare"
 - c. Franklin Place at Franklin Street signal is out of date and beyond repair – can't even order and replace the parts, cabinet controls are old, and the sensors have been ripped out of the pavement; so, it doesn't even activate when you pull up. Town cannot afford to replace the signal themselves. Weiss Farm litigation may have financial contribution to improving this signal – Town to look and confirm.
 - d. Huge congestion on Franklin and backing up to Stevens
 - e. Dunkin Donuts addition seen as a primary cause of traffic problems – because of this, the Select Board requested they have traffic directors at both Stevens and Franklin Place
 - f. Traffic Directors at Franklin + Stevens – it's a unique situation: most schools have crossing guards for pedestrians but because there is such a great need for balancing commuter flow here, crossing kids, and school access without the budget to add two signals, we needed them to be directors during school ingress and egress
 - g. People figured out if they go to Stevens Street they can get to school faster (because the traffic director will help the flow out). Which is the heart of the problem. Now traffic can back up on Stevens all the way to Spring Street because of this desire.
 - h. Traffic Director does the best they can regarding traffic + safety: Tries to mitigate, commuters, teachers getting there, students crossing.
 - i. Second Traffic Director at Franklin Street and Franklin Place where the traffic lights are.
 - j. Length of the right turn lane on Franklin Street AND the length of the driveway into the school is important! Cars stack up. We added the right turn pocket from Franklin Street to Franklin Place but it only stores about 8 cars there.
 - k. Worried about New Construction Option 2- not enough queuing length. Traffic needs to go all the way into the school. Can't cut the main drive too much.
 - l. Example of backups from a recent event at the school for free mask give away: backed up to the square up to Main Street and all the way to William (so beyond Montvale). Conditions like this sometimes happen at graduation or special peak times where traffic backs up.
 - m. Officer Ponzio reports that usually each school year starts out with a lot of traffic back up and as the school year goes on gets better...people learn other routes, other times, etc.
 - n. Because of the poor signal/layout on exit of Franklin Place, someone in the left lane might take 12-15 minutes to get out but someone turning right from Franklin Place to Franklin Street could clear out quickly.
 - o. Interest expressed for the driveway into the school to have two travel lanes. 2nd lane used for parking during events like Carnival Ball.
 - p. Where do people walking and biking cross Franklin Street? More at Stevens or at Franklin? Higher volume of people crossing the street at Stevens but people come on foot from all directions. To keep in mind both for origins-destinations in vehicle or on foot: School is close to the Melrose line- 80% of residents are west of here, i.e. coming from Stevens Street side (ie from west/northwest). Not much foot traffic on Franklin Street but there could be more if the Weiss Farm residences go in directly east of the site.
 - q. N\N to review the Weiss Farm Traffic Mitigation issues.
 - r. Preserve and expand pedestrian access on all sides of the site.

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Meeting Minutes
 Stoneham High School
 Meeting Date: 9.2.2020

- s. South bound traffic on Stevens can be backed up to Spring Street. Instead of going down Franklin east bound, drivers go down to Stevens Street. 12-15 cars are let in at a time by the traffic controller so that the balance between crosstown traffic and school access can be maintained. Drivers think it is quicker that way on Stevens.
 - t. MBTA busses terminate turn around at the Melrose/ Stoneham line. One that goes North-South on 28. If MBTA goes forward with technology for busses that can talk to signals, we will advocate strongly for a bus route that goes East-West on Franklin Street to replace some vehicle traffic needs.
 - u. Pedestrian mobility: so many pedestrian entries from the site (by track, ...) pedestrian loop around the exterior of the site connecting path/ connections. Tri-Community greenway can be looked at – Stevens points towards this.
 - v. If 90% of pedestrian traffic at Stevens but no connecting pathway for pedestrians. But students do use this informally today – there is a goat path. May help if we create a loop on the campus – could be a great community asset while also providing a connection for residents of the site to not have to get into their vehicles to walk to town center, etc.
- **Discuss traffic counts and what other studies / sources can be reviewed or used.**
 - a. Last count: 19,000 cars per day on Franklin Street
 - b. Officer Ponzio checking with MWRA – they said only observations were collected during the last two studies done by the consultant. No counts available.
 - **Discuss public pulse on traffic/circulation/access generally.**
 - a. What will the public expect from this? Go? NoGo?
 - b. People are concerned with impact on traffic.
 - c. If we alter intersections what will happen?
 - i. Traffic lights at the high school need to be incorporated in the design plan. Not functioning well at this time.
 - ii. #1 concern of the people "TRAFFIC"!!!
 - iii. That is why Weiss farm is in litigation because of TRAFFIC.
 - iv. If we can alleviate it a bit will help.
 - v. Projection/ growth to analysis the traffic.
 - d. How have numbers been perceived in the past?
 - i. Show that we will improve with traffic lights at both Stevens and at Franklin Place and show the ways to improve this.
 - ii. If we tell people that the traffic lights are not "working 100% and we are improving" would help mitigate this.
 - iii. Engineering confirmed: we must make sure the light meets all of the traffic warrants.
 - e. "Traffic may not be the deal breaker in this project", if we say it is not going to get worse it may not hold as much weight. Concerned that Stoneham overall is "car obsessed" and we need to consider this is a 60-75 year project and transportation will evolve and that must be considered in this plan. Make sure the site is fluid for transportation mitigation.
 - f. Extension of Stevens into the site, Benjamin Terrace into the site. Students make use of this today for walking already. Town owns the site.
 - g. If Stevens/Benjamin Terrace developed as an official footpath and as "emerg. access" the abutters would see this as a potential access so be aware of that sensitivity.

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- h. Perkins & Will team to examine the condos and the relationship to the Benjamin Terrace. Examine needs and what could be a win-win.
- i. Provide some land for added parking for condos- as a possible trade. 35 spaces off of Benjamin terrace. Could help reduce traffic. Could reduce vehicular access.
- j. Boxwood Road...school does not maintain as pedestrian access point. Slightly confusing who is responsible here. No one clearly wants to assume responsibility for maintenance.
- k. Students access any way they can on foot. They even walk over the rocks west of the stadium. If stairs were built there, we would welcome it.
- l. AM Traffic vs. PM Traffic
 - i. AM traffic is a "nightmare" – you have people going to Dunkins, people driving to work, people going to school all at same time.
 - ii. PM (~2:45) is better because people are still at work. No where near like the AM traffic. Teachers get out later.
 - iii. 15 mins after school is out, the site is cleared and the whole area is empty.
- m. PRE-K may add to traffic – coming and going throughout the day. End long before the High School ends.
 - i. Varying their schedule is good.
- n. PRE-K- traffic light will keep people at the traffic light. If lights are fixed preschool won't be an issue. (DD coffee is not in play)
- o. PRE-K- what is the time frame- dismissal before HS/ After HS
 - i. PREK start after
 - ii. 2.4 hours for half day session.
 - iii. 5 hour full day component.
 - iv. 10 minutes outside HS makes a huge difference.
 - v. Drop off/pick up for PREK separate from HS
- **Review phasing negotiables and non-negotiables (car access, parking, emergency access, fields etc.)**
 - a. Emergency Access via Benjamin Terrace?
 - b. Construction Phase Access? Vehicles are LARGE and that may be an issue. Only 4-5 houses on the Terrace; so, not worried about convincing them. Officer Ponzio can help with community negotiation.
 - c. Construction vehicle turning from Franklin to Benjamin Terrace.
 - i. Looks tight- width of road, turning radius?
 - ii. 35' wide. Cars are parking on both sides. Traffic Commission can control the parking during construction. Could temporarily post no parking on the road.
 - iii. Look at grading...looks flat (Source: Brett from DPW)
 - d. Town does own Benjamin Terrace "paper street" and willing to enforce the people parking there ad hoc to convert this for access. Reasonable alternative to explore using Benjamin Terrace as both emergency access (construction phase and long-term) and for general construction access. CM to look at multiple ways, times where they access the site.
 - e. There will be concerns about safety for students in the school during construction. Temporary access FAR FROM STUDENTS works best.
 - f. Where will contractor park?
 - g. Times where the CM will access the site.
 - h. Town recommends to be transparent about expectations during construction: times of day, length, waves of what construction access.

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Meeting Minutes
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- i. Emergency Access around the building: Fire lane code says must be 20' wide code but committee confirmed this seems overkill- 15 wide to be adequate. Check the code. Must support weight of the truck and no vertical limitations. Code determines the distance from building, as well – P&W Team to check the code.
 - j. May not be paved but needs to be maintained/plowed in winter. Maybe do structural pavers (i.e. grasscrete etc). as a middle ground that can carry vehicles but isn't hardscape.
 - k. Want to ensure Ambulance access to the stadium and possibly other fields.
 - l. Gate can limit normal traffic on the emergency access loop as it does today (if people abusing that is a concern)
 - m. What are the site NON-NEGOSHABLES regarding taking off-line with respect to fields?
 - **Parking needs on site (long term/during construction): Visitors, Staff, Students, HC, busses.**
 - a. Front parking lot full with faculty
 - b. Wider lot parallel to cafeteria- usually 75% full (faculty/students)
 - c. During Construction /Phasing
 - i. Teacher/ Staff must match today's count
 - ii. Student Parking on site is >300 today but there are no student passes. We could consider reducing their supply and moving to a pass program.
 - iii. Temporary parking at grass area.
 - iv. May have to limit site and de-program some sports fields, etc.
 - d. Long Term Parking needs
 - i. Teacher/ Staff must match today's count
 - ii. Student Parking on site is >300 today but there are no student passes. We could consider reducing their supply and moving to a pass program.
 - e. Consider parking considerations near the fields.
 - f. Talk with **Safe Routes to School** (started in March before Covid). Maybe we could reduce parking needs if we have a grasp on how many students walk or bike from the SRTS survey.
 - g. Anecdotally: a fair amount do walk and bike. Bike parking needs on the site: only have one rack, however they are not compliant for securely locking a high capacity of bikes and for bikes of all types. Could for sure use 2 racks minimum.
 - Signals
- cc. Stoneham File

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COMMUNITY MEETING PRESENTATION

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STONEHAM HIGH SCHOOL Building Committee Meeting

9.14.2020

COMMUNITY MEETING PRESENTATION

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Sustainable Design Update

Building Committee Meeting

AGENDA

- 1\ Sustainable Design Update
- 2\ Educational Programming Update
- 3\ Design Alternatives Update
- 4\ Committee Feedback
- 5\ Cost Estimate
- 6\ Decision Making Matrix DRAFT



Aerial View of Stoneham High School

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Educational Programming Update

Building Committee Meeting

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COMMUNITY MEETING PRESENTATION

Educational Programming Shared Google documents

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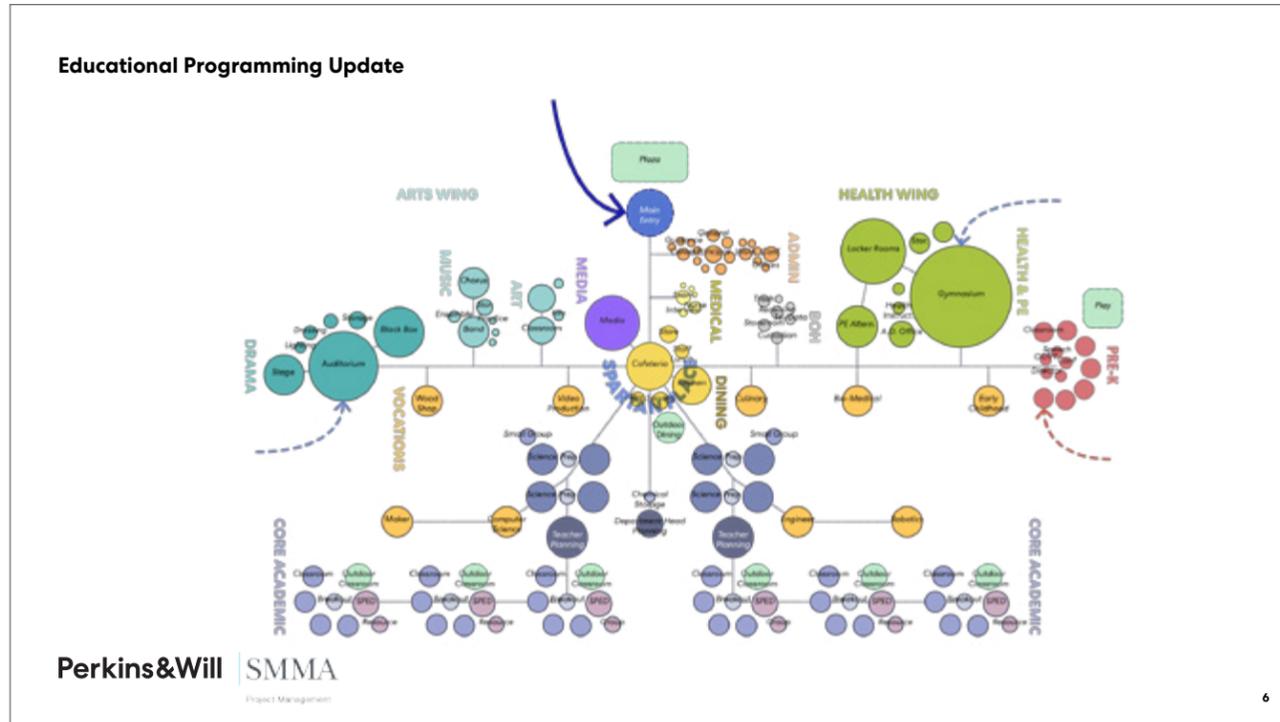
COMMUNITY MEETING PRESENTATION

Educational Space Summary

Stoneham High School	PROPOSED			MSBA Guidelines (Refer to MSBA Educational Program & Space Standard Guidelines)			ART & MUSIC			VOCATIONS & TECHNOLOGY			HEALTH & PHYSICAL EDUCATION		
	ROOM NFA ¹	# OF RMS	Area totals	ROOM NFA ¹	# OF RMS	Area totals	ROOM NFA ¹	# OF RMS	Area totals	ROOM NFA ¹	# OF RMS	Area totals	ROOM NFA ¹	# OF RMS	Area totals
CORE ACADEMIC SPACES			37,340			32,886									
SPECIAL EDUCATION			9,450			8,050									
TOTAL			46,790			40,936			9,425			7,200			20,892

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Educational Programming Update



Educational Space Summary

Media Center	4,244	1	4,244	4,244	1	4,244	Administration & Guidance	3,652	3,651
DINING & FOOD SERVICE			8,111			8,111	CUSTOMAL & MAINTENANCE	2,641	2,146
MEDICAL			830			716	OTHER	15,800	0
TOTAL			138,996			99,882	NON-PROGRAMMED SPACES	69,493	149,824

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COMMUNITY MEETING PRESENTATION

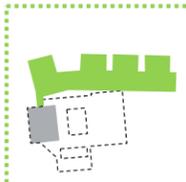
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Design Alternatives Update

Building Committee Meeting

COMMUNITY MEETING PRESENTATION

New Design Alternatives Based on Committee Feedback

RENOVATION ADDITION	NEW CONSTRUCTION
 <p>• Option 3C</p>	 <p>• Option 4E</p>

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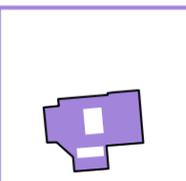
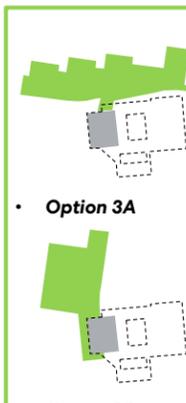
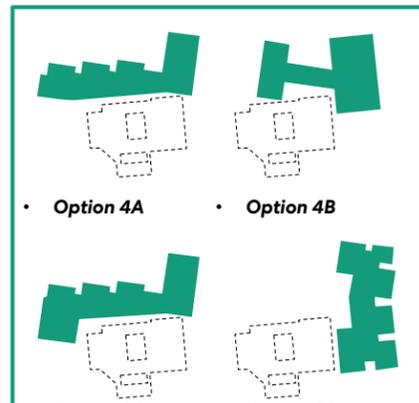
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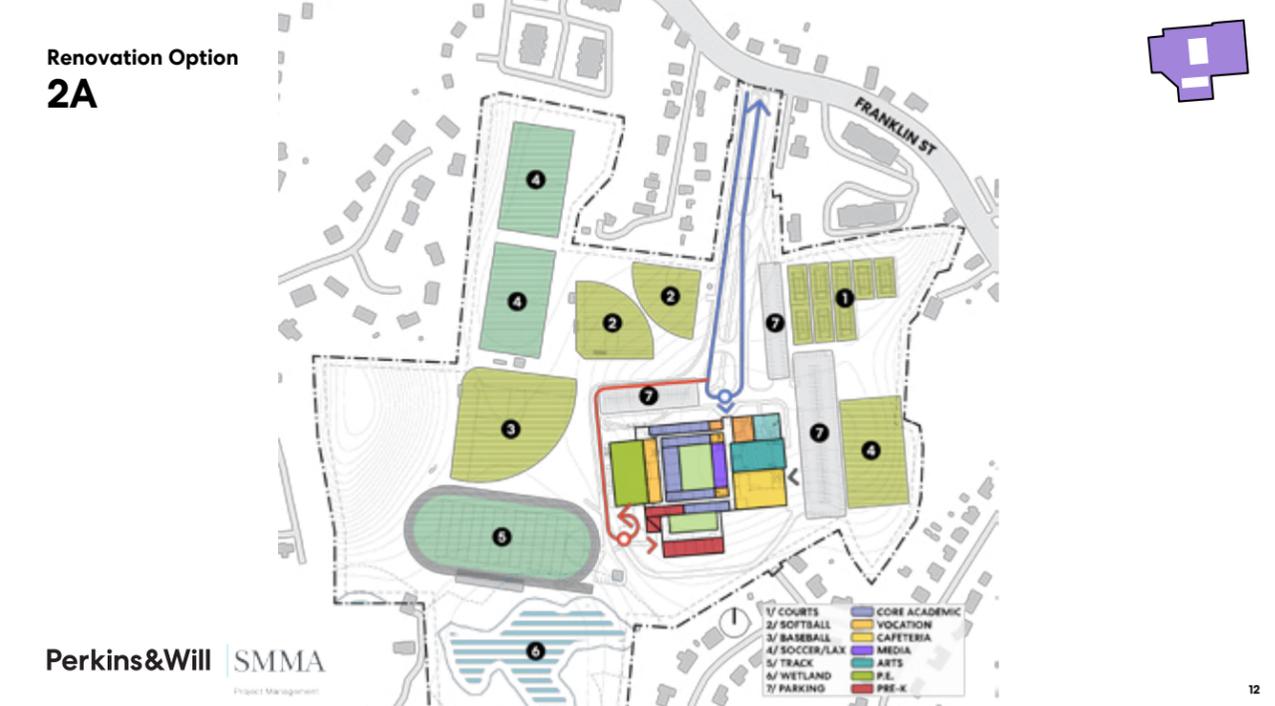
Design Alternatives Update / Summary

CODE UPGRADE	RENOVATION	RENOVATION ADDITION	NEW CONSTRUCTION
<ul style="list-style-type: none"> • NO Educational upgrades • Code Upgrades • System Upgrades • Exterior Envelope Repairs • Interior Repairs 	 <p>• Option 2A</p>	 <p>• Option 3A</p> <p>• Option 3B</p>	 <p>• Option 4A • Option 4B</p> <p>• Option 4C • Option 4D</p>

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Renovation Option 2A

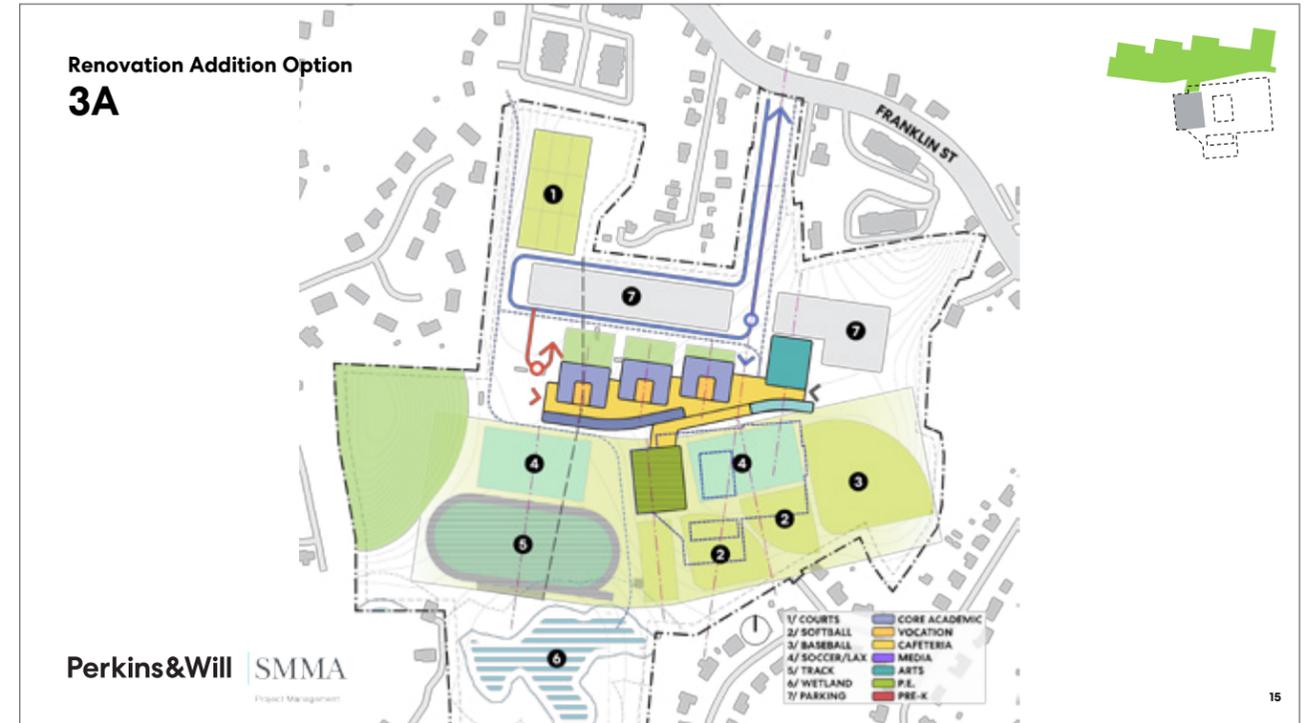
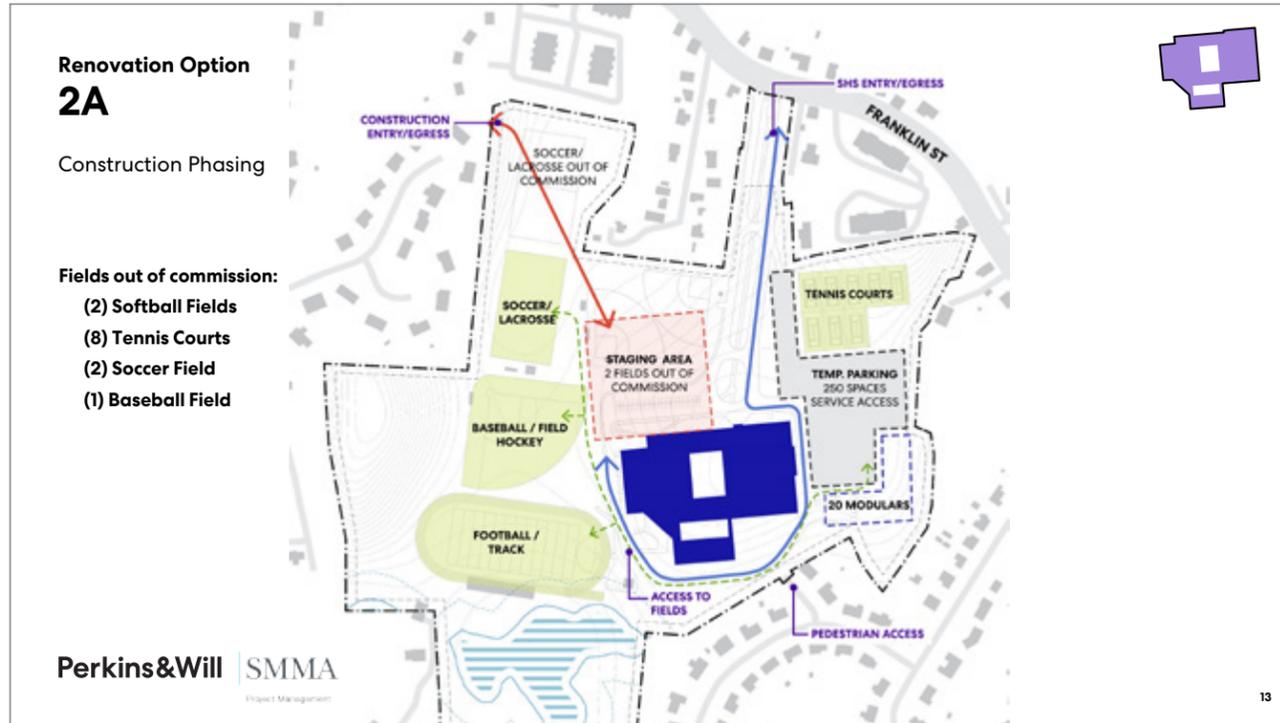


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION



Design Alternatives Review / Renovation Option 2A

Site / Access Landscape

- Pros:**
 - Least disruption to site (still substantial)
 - Does not require relocation of culverted stream
- Cons:**
 - Limitations with the existing sports facilities
 - Existing fields don't meet regulations sizes

Architecture

- Pros:**
 - Adequate square footage
- Cons:**
 - Does not meet 21c educational vision
 - Lengthy Occupied phased construction (longer construction duration)
 - Difficult to meet ZNE goal
 - Highly disruptive to building users during construction
 - Requires Modular Classrooms
 - Hazardous abatement in occupied building

Systems Structural / MEP

- Pros:**
 - Re-use existing structure
 - Savings in Structural construction costs
- Cons:**
 - Renovation on existing systems is complex
 - Phasing /other costs may outweigh the savings in structural construction costs
 - 4-5 expansion joints
 - Portions of the new sprinkler system may need to be exposed
 - Plumbing piping to remain is prone to failure
 - Grease and lab waste still not being treated

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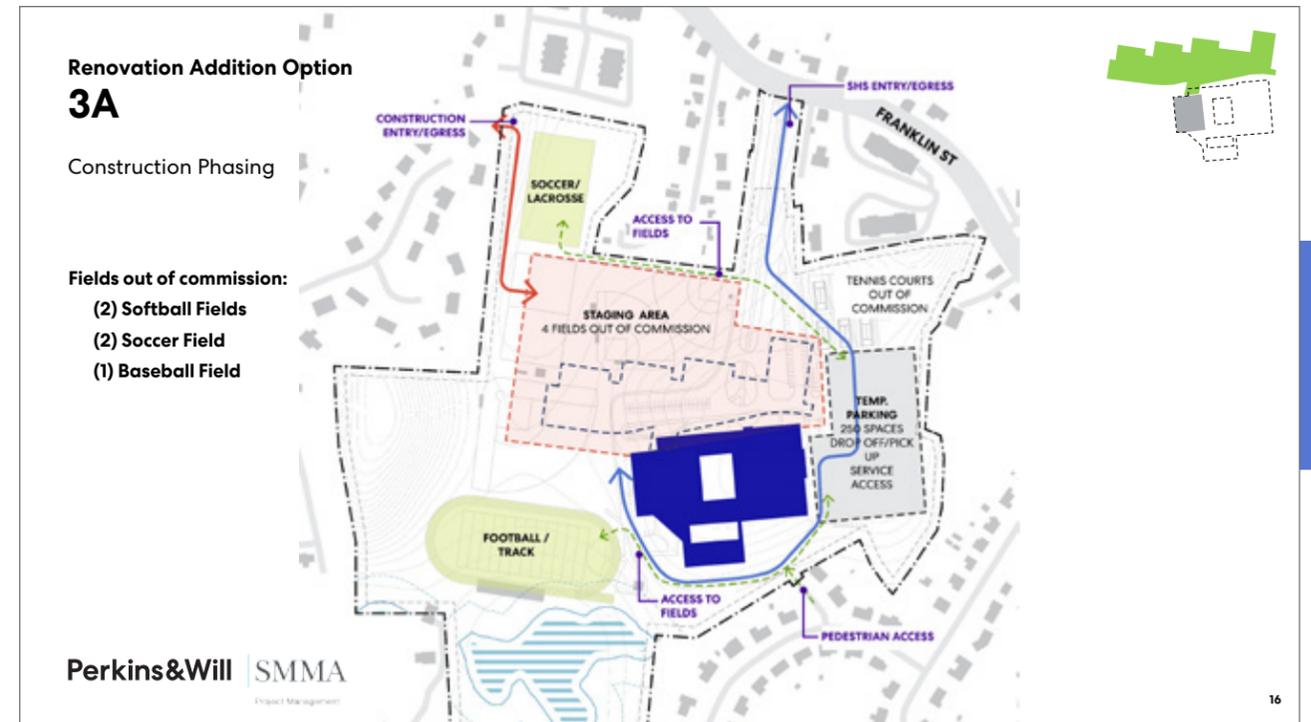


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Design Alternatives Review / Renovation Addition Option 3A

Site / Access Landscape

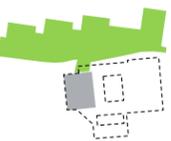
- Pros:**
 - Maximized driveway length to help traffic
 - Contiguous fields for long-term athletic flexibility
 - Park-like southern landscape
- Cons:**
 - Parking distant from stadium
 - Loss of fields during construction

Architecture

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Minimal disruption of educational spaces during construction
 - Retains existing field house size (bigger than MSBA template)
 - Maximizes visibility of new building and its entry from Franklin St
 - Separate community entries
 - Optimized building orientation for daylighting/ZNE
- Cons:**
 - Two-phased construction
 - Tight construction area
 - Requires rerouting of culverted stream

Systems Structural / MEP

- Pros:**
 - Less repairs compared to Renovation Only option
 - Upgrades limited to fieldhouse
 - Better control over structural systems compared to Renovation Only option
- Cons:**
 - More structure to install
 - Upgrades and repairs required to fieldhouse
 - Stabilization structure required for locker room wing of the existing building
 - Structural Isolation of gym likely
 - Portions of the new sprinkler system in fieldhouse may need to be exposed
 - Utilities relocation required to keeping existing in operation



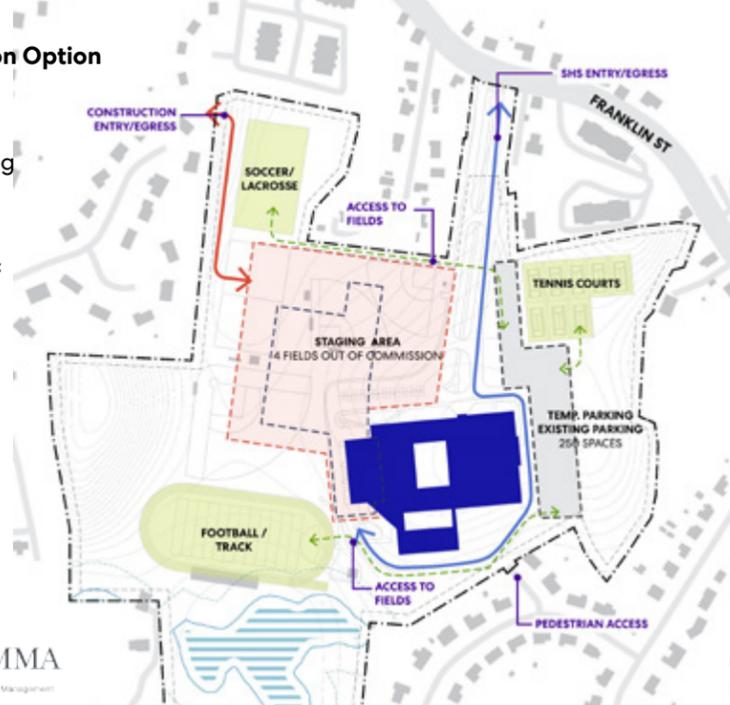
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Renovation Addition Option 3B

Construction Phasing

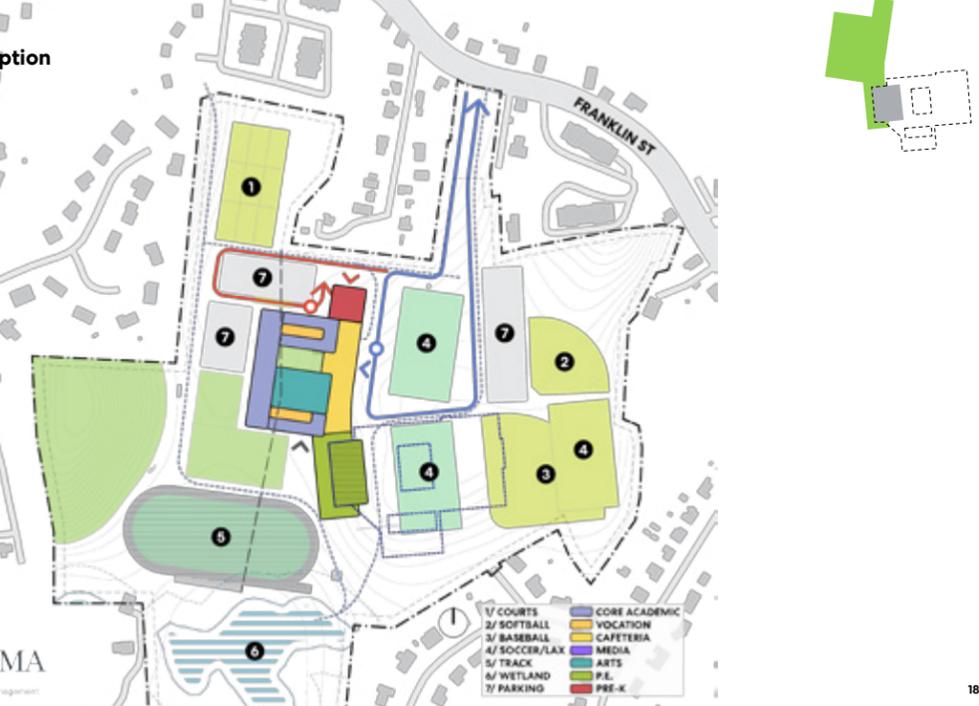
Fields out of commission:
 (2) Softball Fields
 (2) Soccer Field
 (1) Baseball Field



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Renovation Addition Option 3B



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Design Alternatives Review / Renovation Addition Option 3B

Site / Access Landscape

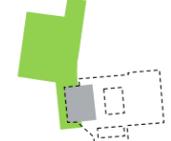
- Pros:**
 - Minimal disruption to existing building during construction
 - More dedicated OC space and adjacent to natural environment
 - Strong Pedestrian connection from community to expeditionary trail
 - Ease of access to fields
- Cons:**
 - Loss of fields during construction
 - Field surrounded by driveway
 - Parking remote from stadium

Architecture

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Minimal disruption of educational spaces during construction
 - Retains existing field house size (bigger than MSBA template)
 - Separate community entries
- Cons:**
 - Poor visibility from Franklin St.
 - Two-phased construction
 - Tight construction area
 - Rerouting of culverted stream
 - Suboptimal building orientation for ZNE goal/Daylighting

Systems Structural / MEP

- Pros:**
 - Less repairs
 - Upgrades limited to fieldhouse
 - Better control over structural systems
- Cons:**
 - More structure to install
 - Upgrades and repairs required to fieldhouse
 - One expansion joint
 - Portions of the new sprinkler system in fieldhouse may need to be exposed
 - Need new plumbing utilities to addition while keeping existing in place



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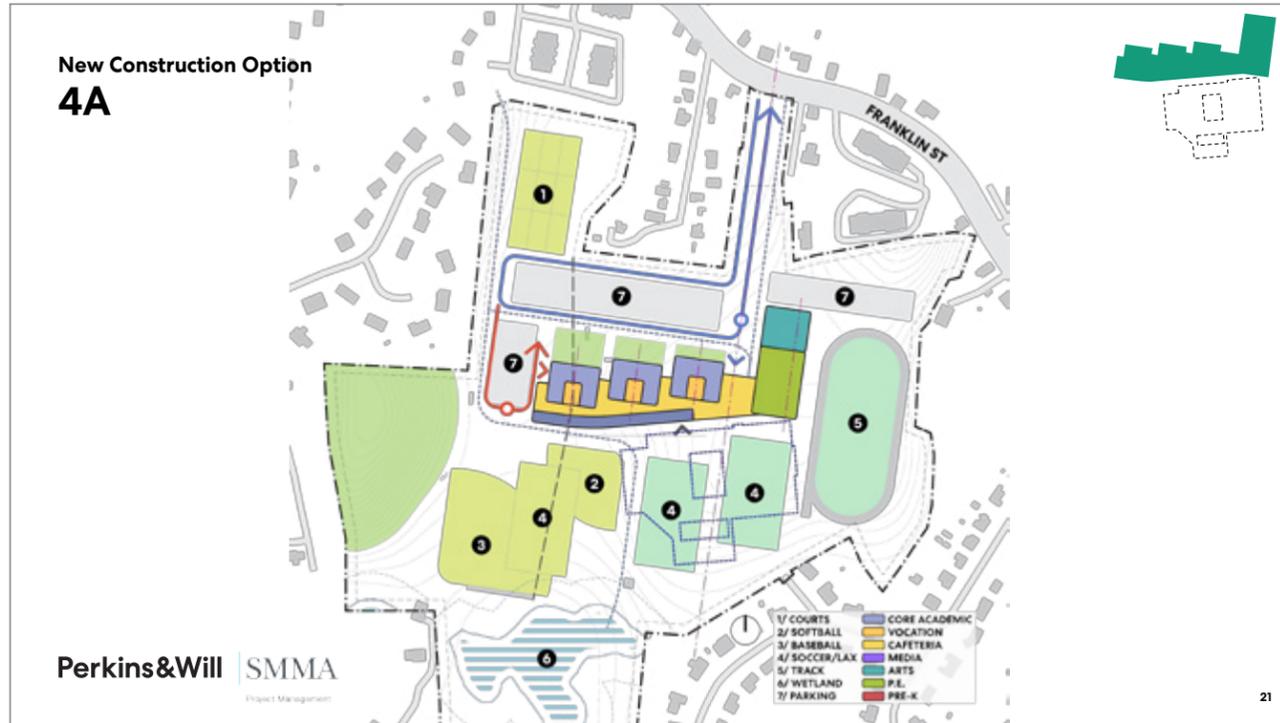
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COMMUNITY MEETING PRESENTATION



Design Alternatives Review / New Construction Option 4A

Site / Access Landscape

- Pros:**
 - Building forms strong gateway to expeditionary trail
 - Separate community entries
 - Parking near main entry and stadium
- Cons:**
 - Loss of fields and stadium use during construction
 - Relocated stadium
 - Northeast parking needs retaining
 - Outdoor classrooms north of building
 - COST and abutter proximity of relocated stadium
 - Significant grade changes between fields

Architecture

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Single-phased construction
 - Maximizes visibility of new building from Franklin St
 - Optimized orientation of stadium
 - South facing pre-function spaces (interior and exterior)
- Cons:**
 - Tight construction area
 - Requires rerouting of culverted stream
 - West facing daylighting at entry

Systems Structural / MEP

- Pros:**
 - New structure – no repair/renovation/upgrade scope
 - More flexibility and control over overall structural systems
- Cons:**
 - More structure to install compared to renovation and additions
 - One expansion joint
 - Utilities relocation required to keep existing building in operation

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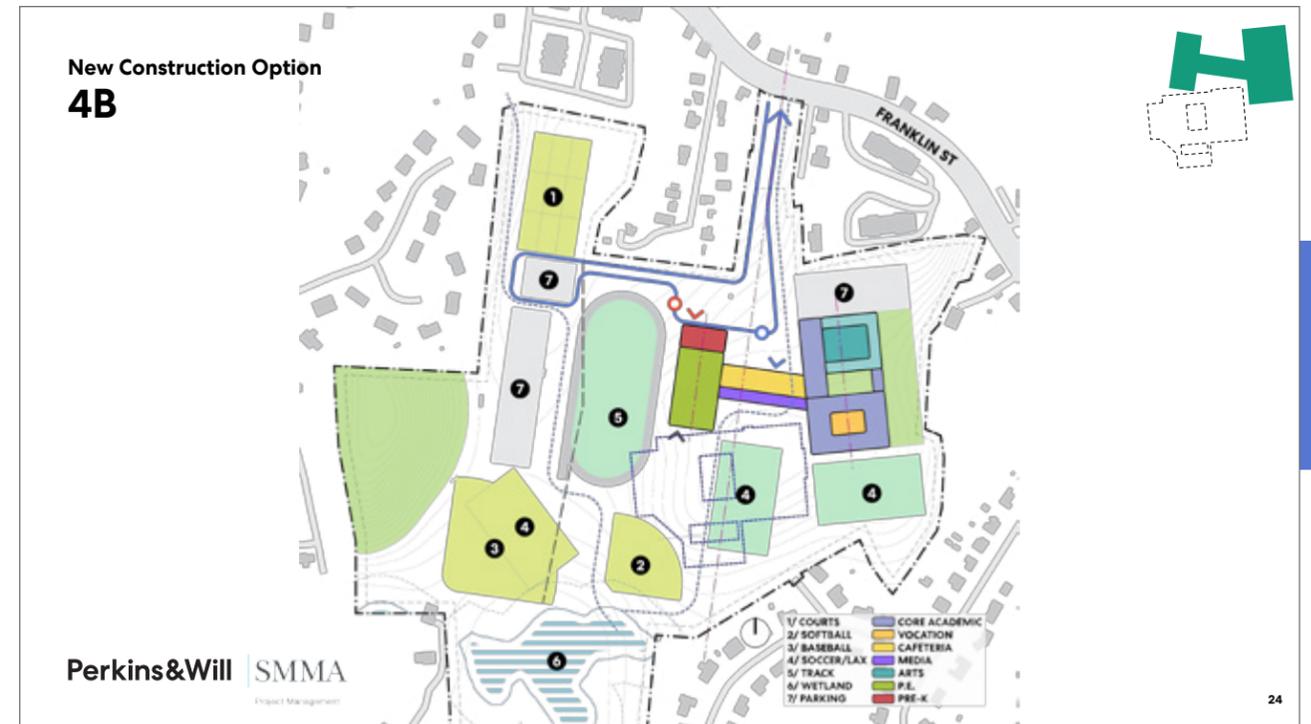
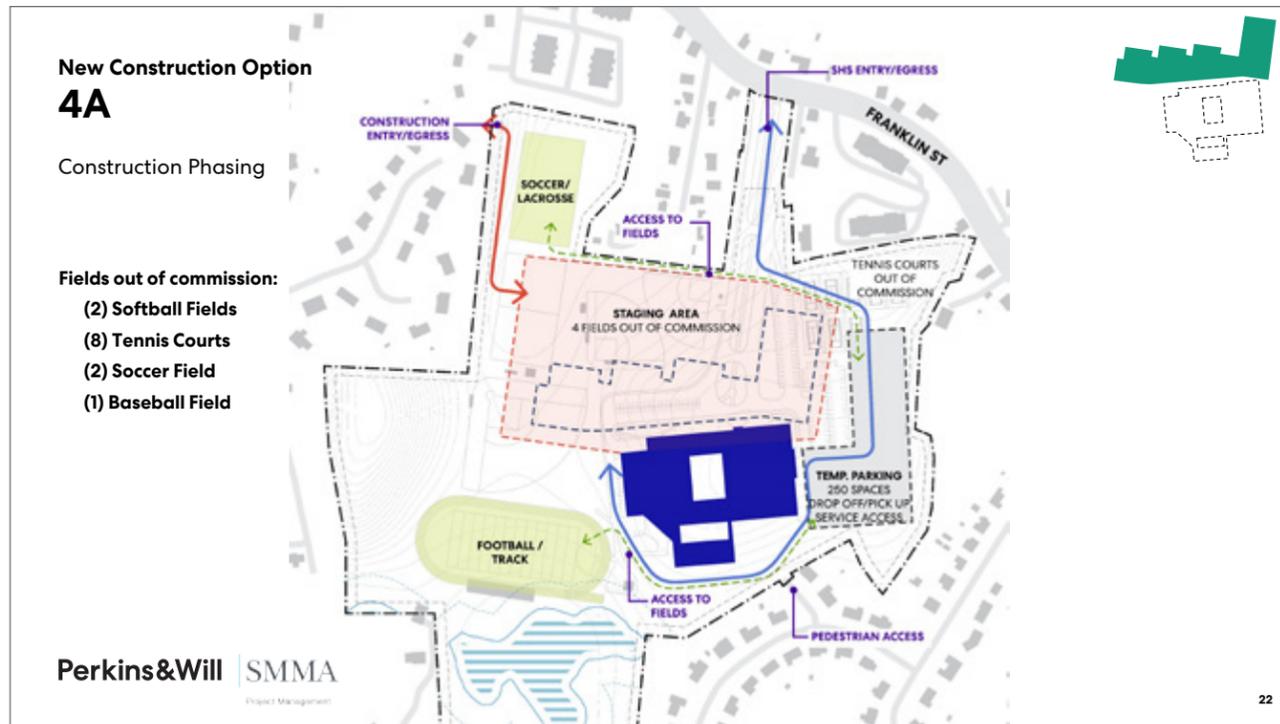
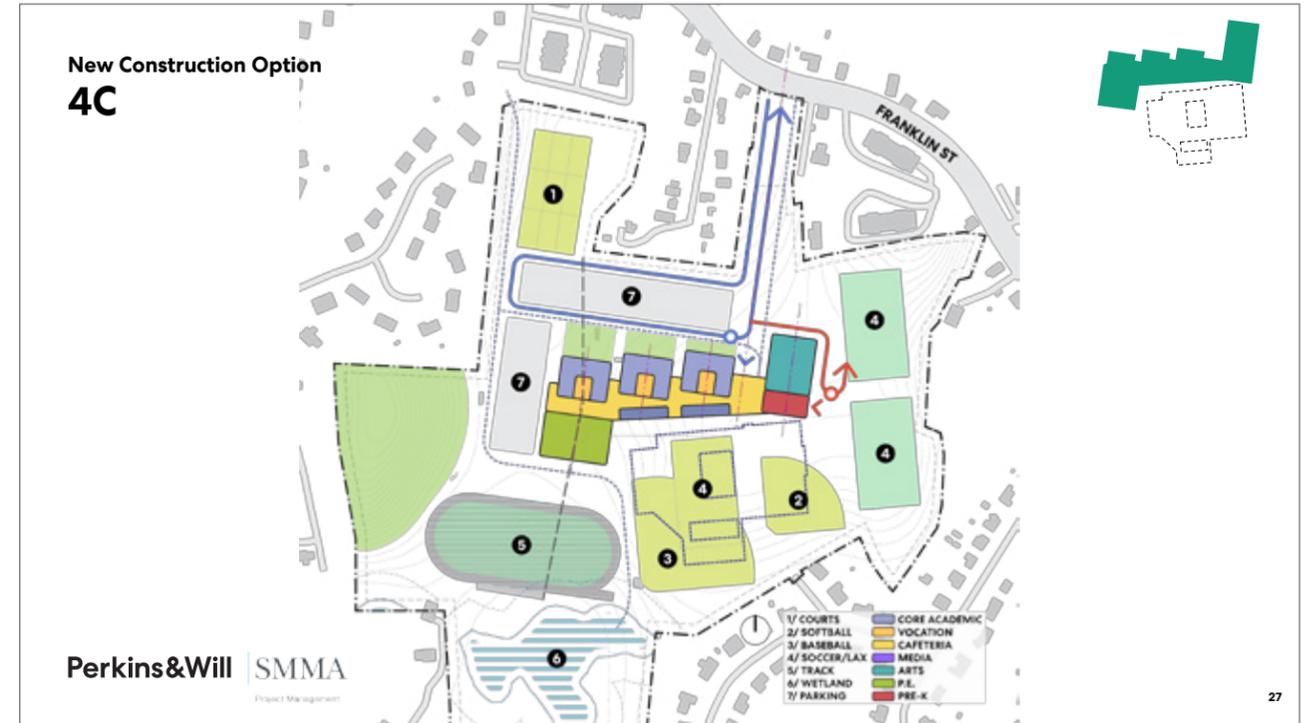
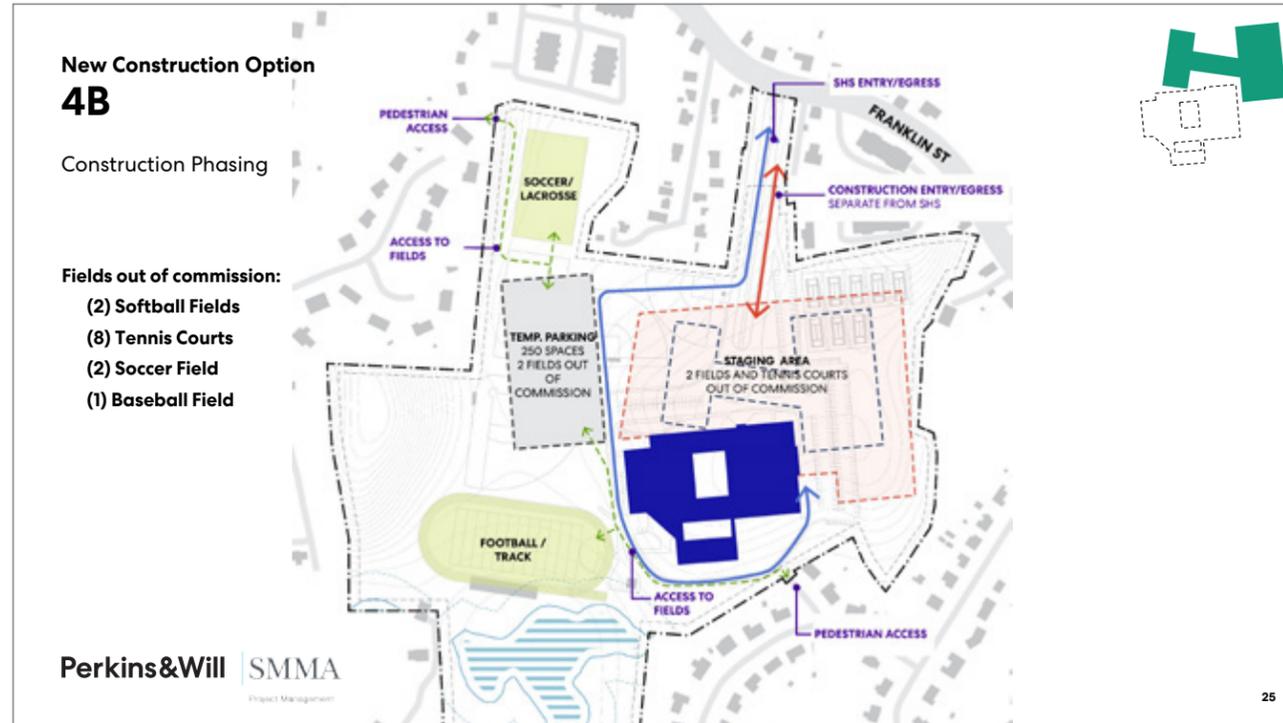


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION



Design Alternatives Review / New Construction Option 4B

Site / Access Landscape

- Pros:**
 - Optimized orientation of ALL athletic facilities
 - Field layout fits site elevations better
 - More dedicated OC space and adjacent to natural environment
 - Contiguous fields for athletic planning
 - Parking near main entry and stadium
- Cons:**
 - Cost of relocated stadium
 - Loss of fields & stadium use during construction
 - Northeast parking needs retaining

Architecture

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Single-phased construction
 - High visibility of new building from Franklin St
 - Pedestrian connection from community to expeditionary trail
- Cons:**
 - Tight construction area
 - Requires rerouting of culverted stream
 - Building encroaches on areas of know ledge
 - Sub-optimal orientation for classroom daylighting

Systems Structural / MEP

- Pros:**
 - New structure – no repair/renovation/upgrade scope
 - More flexibility and control over overall structural systems
- Cons:**
 - More structure to install compared to renovation and additions
 - Utilities relocation required to keep existing building in operation

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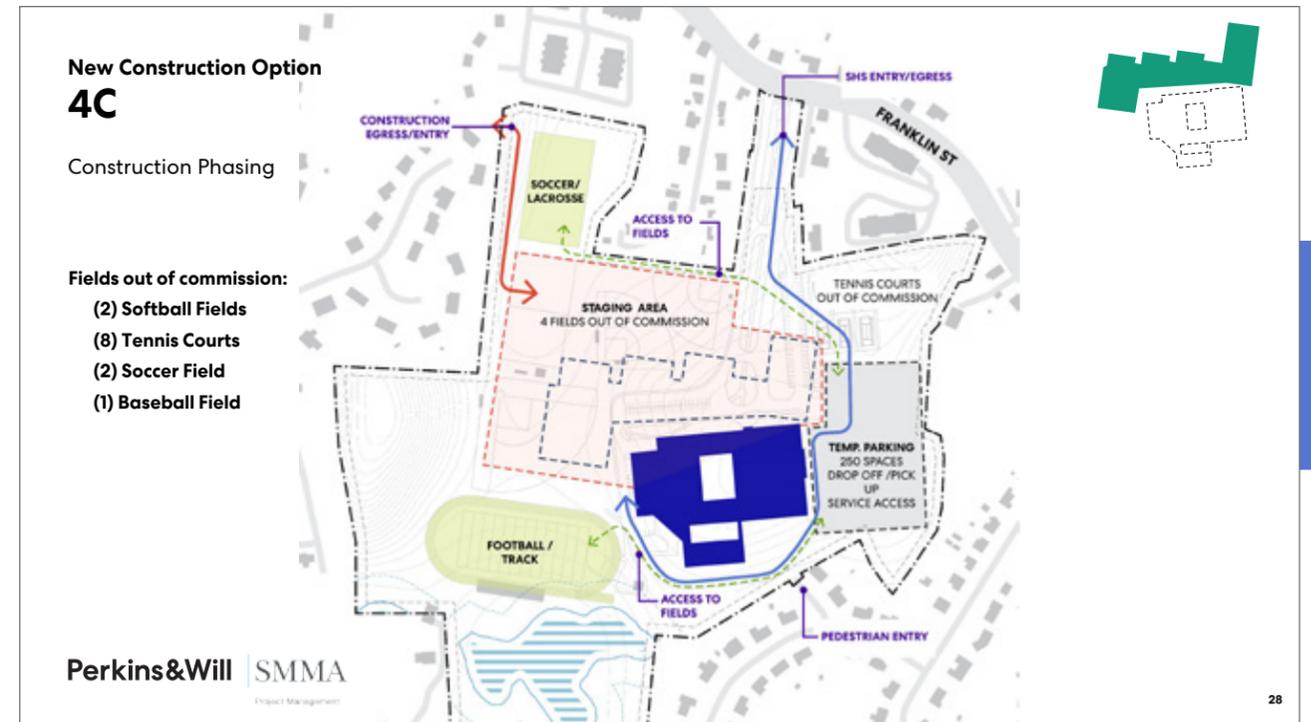


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Design Alternatives Review / New Construction Option 4C

Site / Access Landscape

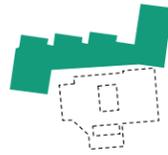
- Pros:**
 - Building forms strong gateway to expeditionary trail
 - Separate community entries
- Cons:**
 - Loss of fields and stadium use during construction
 - Northeast parking needs retaining
 - Outdoor classrooms north of building
 - Significant grade changes between fields

Architecture

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Single-phased construction
 - Maximizes visibility of new building from Franklin St
 - South facing pre-function spaces (interior and exterior)
- Cons:**
 - Tight construction area
 - Requires rerouting of culverted stream
 - Sub-optimal field orientation remains

Systems Structural / MEP

- Pros:**
 - New structure – no repair/renovation/upgrade scope
 - More flexibility and control over overall structural systems
- Cons:**
 - More structure to install compared to renovation and additions
 - Utilities relocation required to keep existing building in operation



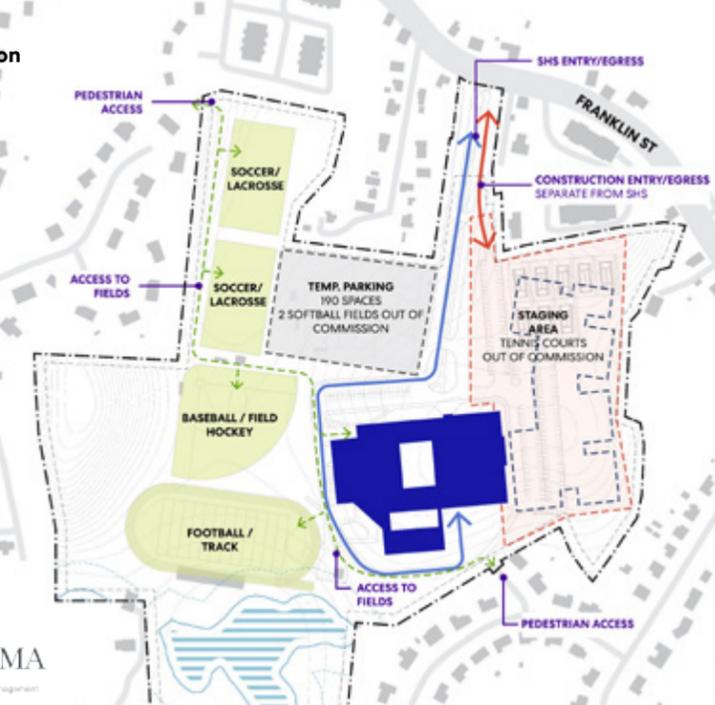
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New Construction Option 4D

Construction Phasing

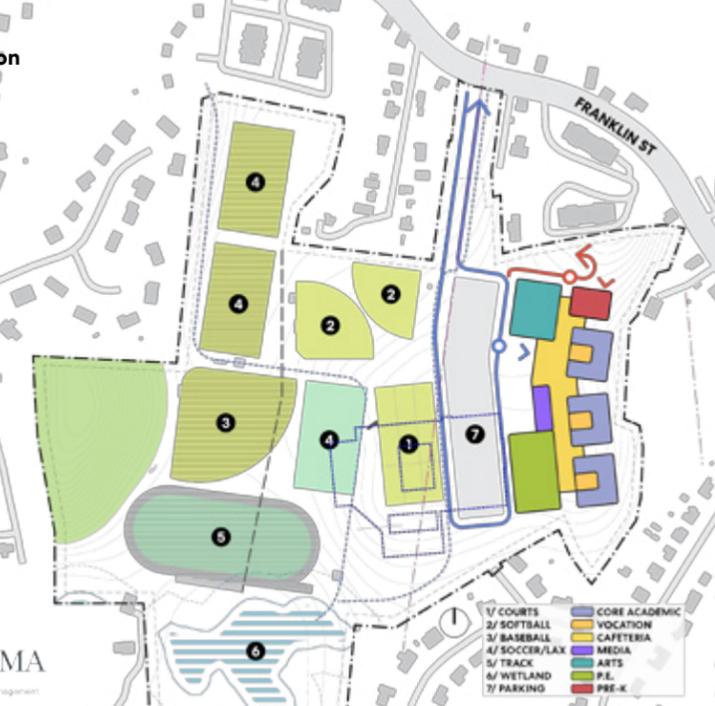
Fields out of commission:
 (2) Softball Fields
 (8) Tennis Courts
 (1) Soccer Field




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New Construction Option 4D



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Design Alternatives Review / New Construction Option 4D

Site / Access Landscape

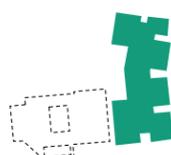
- Pros:**
 - Long drop-off queue
 - Minimal change to existing athletic fields
 - No relocation of stream
- Cons:**
 - No building presence from Franklin Street
 - Parked cars present poor image of school
 - No outdoor classroom area
 - Exist. fields don't meet size requirements

Architecture

- Pros:**
 - Realized Stoneham's 21c educational vision
 - Single-phased construction
 - Pedestrian connection from community to expeditionary trail
- Cons:**
 - Tight construction area
 - Building is on top of ridge and close to adjacent homes (scale)
 - Sub-optimal orientation for classroom daylighting
 - Low visibility of new building from Franklin St
 - Building encroaches on areas of know ledge

Systems Structural / MEP

- Pros:**
 - New structure – no repair/renovation/upgrade scope
 - More flexibility and control over overall systems
 - May not disturb existing utilities
- Cons:**
 - More structure to install
 - Possibility of no expansion joint



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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

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Committee Feedback

Building Committee Meeting

Renovation Addition Option 3C

- Pros:**
 - Building presence from Franklin Street
 - Long drop-off queue
 - Minimal change to existing athletic fields (softball fields out of commission during construction)
 - Single community entry
 - Central turf field as commons
- Cons:**
 - Pedestrian path from Franklin Street crossing vehicular path
 - Exist. fields don't meet size requirements
 - North facing outdoor classrooms

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Committee Feedback

What if we shifted the building to the east to maximize the number of fields to remain?

What if we paired the gymnasium and the auditorium so that they have shared pre-function space?

No.	Date	SSBC Member	Comment
1	9/8/2020	Paul Ryder	My biggest concern is the moving of the fields - especially the lighted football field. I am aware lighting can be directed to reduce spillover but the perception of the light poles will be a problem for abutters. Rather spend the money of turfed fields especially if we are looking at multi-use fields.
2	9/8/2020	Marie Christie	Just a little background for my comments. This project is my 7th SSC and 4th Debt Exclusion attempt. Although all 3 Debt Exclusions ultimately passed, it was a very difficult to get the majority vote. Stoneham has never passed a regular override. In the past, all town boards were extremely conservative. When I retired from the School Committee 2 yrs. ago, the percentage of households in town that had children in public school was about 18%. The town has an extraordinarily large senior population that are the best voters in town. They may or may not be an asset to the Debt Exclusion campaign. The next largest group of voters are the empty nesters who mostly vote against all school appropriations. The passage of the Debt Exclusion will ultimately rest on the elementary and middle school parents who are in the minority of registered town voters. That being said, here are my thoughts. A few weeks ago I stated that I had two non-negotiables. 1. keep the current gym. 2. The new building must be front facing. Well, I may waiver a bit on #1. Could you get a cost estimate plus % of reimbursement for rehabbing the current gym and adding a suspended track to it. Also a cost estimate plus % of reimbursement for enlarging a new gym with and without a suspended track.
3	9/8/2020	Marie Christie	I do like Reno Add #1 (keeping the current gym). Can you move the entire building to the east toward the current parking lot and tennis courts so that the west end aligns approximately at the current gym. I really cannot tell if this is a 1.2 or 3 story building.
4	9/8/2020	Marie Christie	I also like New Cons. #1. Again, can you move the building as in the previous paragraph. Also move the Gym and Auditorium to the west end of the building.
5	9/8/2020	Marie Christie	I would like to see all playing fields remain where they currently are, if possible. In moving the building to the east, I think we could keep the baseball diamond and at least 1 softball diamond along with the soccer fields. The funds we save from not moving 6 fields could be reallocated to a larger gym with a suspended track. When the current building is demolished, we could restore the additional fields and tennis courts. This would not interrupt the sports programs which are so crucial to many students.
6	9/8/2020	Raymie Parker	I like designs 2, 3, 4.
7	9/8/2020	Raymie Parker	I wish there could be another alternative path built coming from the south. There are a few streets back there that could handle a walking/bike path. It may help with traffic mitigation on Franklin, if the neighborhood behind the school had a safe route to school, that parents would be comfortable in letting HS students walk, instead of driving.
8	9/8/2020	Raymie Parker	wonder if addressing this culvert under the school will help in mitigating some flooding issues that pose a problem from Wells farm area.
9	9/8/2020	Raymie Parker	I like the pre-k having a separate entrance and play space.
10	9/8/2020	Raymie Parker	wish to fix any existing issues or concerns with the site.
			wonder about costs.

(Partial List)

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Renovation Addition Option 3C

Construction Phasing

Fields out of commission:

- (2) Softball Fields
- (3) Tennis Courts
- (1) Soccer Field

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

New Construction Option 4E

- Pros:**
 - Building presence from Franklin Street
 - Long drop-off queue
 - Minimal change to existing athletic fields (softball fields out of commission during construction)
 - Single community entry
 - Central turf field as commons
- Cons:**
 - Pedestrian path from Franklin Street crossing vehicular path
 - Exist. fields don't meet size requirements
 - North facing outdoor classrooms
 - Constrained space for parking

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Cost Estimate

Building Committee Meeting

New Construction Option 4E

Construction Phasing

Fields out of commission:

- (2) Softball Fields
- (3) Tennis Courts
- (1) Soccer Field

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Cost Estimate

	Renovation Only Option 2A	Renovation/ Addition Option 3A	Renovation/ Addition Option 3B	New Construction Option 4A	New Construction Option 4B	New Construction Option 4C	New Construction Option 4D
Approximate Total Project Cost	\$169.7M	\$182.4M	\$189.4M	\$187.8M	\$172.5M	\$192.2M	\$173.8M
Approximate Cost to Stoneham	\$113.5M	\$127.4M	\$133.9M	\$136.3M	\$122.0M	\$140.3M	\$123.2M

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COMMUNITY MEETING PRESENTATION

Key Cost Drivers

- Building Size – 209,000sf
- Suspended Running Track in Gymnasium
- Geoexchange Wells for EUI 25
- Triple-Glazed Windows and Curtainwall for EUI 25
- Traffic Signal and Intersection Work at Stevens/Franklin
- Traffic Signal at Franklin/School Entry Drive
- Two Synthetic Turf Soccer Fields with Lighting
- Synthetic Turf Football Field with Lighting
- New Track and Bleachers at Football Field
- Reconstructing Natural Turf Baseball, Softball and Soccer Fields
- Reconstructing Tennis Courts
- Underground 48” Culverted Stream Work

COMMUNITY MEETING PRESENTATION

Rating the Options

DRAFT FOR COMMITTEE INPUT

Options	Compliance Factors											Total
	Ed Program Compliance	Traffic: Queuing, Site Circulation, Parking	Parking, proximity to stadium/fields	Stadium/fields/ lights neighborhood impact	Construction access impacts	Phasing Complexity	Existing field preservation	Optimized construction schedule	ZNE achievability	Civic presence	Reuse of Gymnasium	
Renovation Option 2A	○	○	○	○	○	○	○	○	○	○	○	○
Renovation Addition Option 3A	○	○	○	○	○	○	○	○	○	○	○	○
Renovation Addition Option 3B	○	○	○	○	○	○	○	○	○	○	○	○
Renovation Addition Option 3C	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4A	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4B	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4C	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4D	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4E	○	○	○	○	○	○	○	○	○	○	○	○

● Fulfills expectations/ minimal impact(3)
○ Neutral(2)
○ Fails expectations/ significant impact(1)

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Decision Making Matrix

Building Committee Meeting

Perkins&Will

Q&A

Building Committee Meeting

Stoneham High School Feasibility Study
Preliminary PDP Total Project Cost Estimate Comparison
9/11/2020

PROJECT MANAGEMENT



PROJECT MANAGEMENT

Stoneham High School Feasibility Study
Preliminary PDP Approximate Reimbursement Comparison
9/11/2020

DRAFT

PM&C Estimate
Dated 9/11/20

DRAFT

PM&C Estimate
Dated 9/11/20

SF	Option	Costs	Cost/SF
202,683	Repairs Only	Construction Cost Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$0 \$0 \$0 \$0 \$0
202,683	Renovation Only	Construction Cost Building Cost Site Cost Demo/HazMat Cost Temporary Classroom Modulares Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$130,601,646 \$99,731,454 \$24,984,686 \$5,885,506 \$5,600,000 \$21,871,222 \$2,502,000 \$9,142,115 \$169,716,983
209,000	Renovation/Addition Option 1	Construction Cost Building Cost Site Cost Demo/HazMat Cost Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$145,749,519 \$110,985,732 \$28,000,010 \$6,763,777 \$23,916,185 \$2,502,000 \$10,202,466 \$182,370,170
209,000	Renovation/Addition Option 2	Construction Cost Building Cost Site Cost Demo/HazMat Cost Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$151,556,360 \$116,853,639 \$27,950,825 \$6,751,896 \$24,700,109 \$2,502,000 \$10,608,945 \$189,367,414
209,000	New Construction Option 1	Construction Cost Building Cost Site Cost Demo/HazMat Cost Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$150,291,985 \$115,879,469 \$27,745,238 \$6,667,278 \$24,529,418 \$2,502,000 \$10,520,439 \$187,843,842
209,000	New Construction Option 2	Construction Cost Building Cost Site Cost Demo/HazMat Cost Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$137,593,694 \$103,419,776 \$27,484,161 \$6,689,757 \$22,815,149 \$2,502,000 \$9,631,559 \$172,542,402
209,000	New Construction Option 3	Construction Cost Building Cost Site Cost Demo/HazMat Cost Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$153,877,374 \$119,494,028 \$27,721,720 \$6,661,626 \$25,013,445 \$2,502,000 \$10,771,416 \$192,164,235
209,000	New Construction Option 4	Construction Cost Building Cost Site Cost Demo/HazMat Cost Fees, Testing, Utilities, and Expenses FFE/Technology Contingencies total	\$138,628,311 \$104,110,050 \$27,830,496 \$6,687,765 \$22,954,822 \$2,502,000 \$9,703,982 \$173,789,115

	Repairs Only	Renovation Only	Renovation/Addition Option 1	Renovation/Addition Option 2	New Construction Option 1	New Construction Option 2	New Construction Option 3	New Construction Option 4
Total Project Cost	\$0	\$169,716,983	\$182,370,170	\$189,367,414	\$187,843,842	\$172,542,402	\$192,164,235	\$173,789,115
Approximate MSBA Reimbursement	\$0	\$56,195,951	\$54,932,371	\$55,483,274	\$51,578,288	\$50,500,330	\$51,883,002	\$50,588,077
Approximate Cost to the Town	\$0	\$113,521,032	\$127,437,799	\$133,884,140	\$136,265,554	\$122,042,072	\$140,281,233	\$123,201,038
Summary of Approximate Ineligible Costs	na	\$5,600,000	\$0	\$0	\$0	\$0	\$0	\$0
Temporary Classroom Modulares	na	\$17,196,611	\$19,296,956	\$18,777,305	\$18,645,337	\$19,382,998	\$18,332,159	\$19,673,998
Site Costs	na	\$47,769,971	\$58,712,470	\$65,049,811	\$66,460,574	\$53,004,106	\$70,364,299	\$53,749,602
Building Costs	na	\$0	\$647,346	\$673,138	\$1,383,738	\$1,266,825	\$1,416,749	\$1,276,351
OPM and Designer Fees on Ineligible SF	na	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000
Asbestos Flooring Abatement	na	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000
FFE/Technology over \$2,400/student	na	\$4,338,049	\$4,792,486	\$4,966,691	\$6,431,679	\$5,923,748	\$6,575,095	\$5,965,133
Legal Fees, Moving Expenses, Contingencies	\$0	\$76,150,631	\$84,695,258	\$90,712,945	\$94,167,328	\$80,823,677	\$97,934,302	\$81,911,024

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EDUCATIONAL PROGRAM	3.1.2
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DRAFT

	Repairs Only	Renovation Only	Renovation/ Addition Option 1	Renovation/ Addition Option 2	New Construction Option 1	New Construction Option 2	New Construction Option 3	New Construction Option 4
Base Reimbursement Rate	NA	52.06	52.06	52.06	52.06	52.06	52.06	52.06
Maintenance	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Renovation	0.00	5.00	1.18	1.18	0.00	0.00	0.00	0.00
Green Schools	0.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Total Reimbursement Rate	0	60.06	56.24	56.24	55.06	55.06	55.06	55.06



Stoneham High School Feasibility Study
8/10/2020

8/25/2021 5%

Recent MSBA High School Projects										
Project	Students	SF	Total Project Budget	Cost per SF	Date MSBA PS&B Board Approval	Years to SHS MSBA PS&B Board Approval	Escalation % to SHS	Escalation Cost to SHS	Total Project Budget w/ Escalation Cost to SHS	Escalated Cost per SF
Belmont High School	2,215	445,100	\$295,159,189	\$663	Aug-18	3.1	15.34%	\$45,284,697	\$340,443,886	\$765
Arlington High School	1,755	408,590	\$290,851,820	\$712	Apr-19	2.4	12.01%	\$34,942,061	\$325,793,881	\$797
Central Berkshire High School	460	122,760	\$72,721,109	\$592	Apr-19	2.4	12.01%	\$8,736,495	\$81,457,604	\$664
Lowell High School	3,520	622,777	\$443,399,220	\$551	Apr-19	2.4	12.01%	\$41,254,947	\$384,654,167	\$618
Pentucket High School	965	211,700	\$146,332,328	\$691	Apr-19	2.4	12.01%	\$17,579,925	\$163,912,253	\$774
Sharon High School	1,250	240,204	\$163,000,000	\$679	Oct-19	1.9	9.51%	\$15,496,164	\$178,496,164	\$743
Naussett High School	905	214,250	\$131,825,665	\$615	Feb-20	1.6	7.82%	\$10,311,295	\$142,136,960	\$663
Waltham High School	1,830	414,854	\$374,567,387	\$903	Feb-20	1.6	7.82%	\$29,298,353	\$403,865,740	\$974
Worcester Doherty High School*	1,670	420,000	\$293,825,418	\$700	Dec-20	0.7	3.66%	\$10,746,765	\$304,572,183	\$725

*MSBA PS&B Meeting projected

PRELIMINARY EVALUATION OF OPTIONS	3.1.6	SITE DEVELOPMENT REQUIREMENTS	3.1.5	EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4	INITIAL SPACE SUMMARY	3.1.3	EDUCATIONAL PROGRAM	3.1.2	INTRODUCTION	3.1.1	TABLE OF CONTENTS
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NEW CONSTRUCTION & MAJOR RENOVATIONS

Memorandum of Understanding for Path 1: Zero Net Energy / Deep Energy Savings

The Path 1, Zero Net Energy (ZNE)/Deep Energy Savings Program (the "Program") is intended for customers pursuing a ZNE or zero net ready building and who also are interested in maintaining focus on the Energy Use Intensity (EUI)¹ reduction component of ZNE. To participate, customers must commit to a very low EUI target and must pursue that target throughout design and construction as well as through post occupancy. The Mass Save Sponsors² offer incentives to help customers offset the incremental costs associated with designing and implementing low EUI strategies. The technical assistance and incentives offered in this pathway focus customers and project teams on post occupancy outcomes.

Project Eligibility:

1. Project teams must commit to a goal of either zero net energy, zero net energy ready³ or Passive House (as a path to net zero)
2. Customer must engage Mass Save Sponsor(s) during the project's feasibility or conceptual design phases, but before 50% Schematic Design
3. Projects must have a minimum of 20,000 square feet of comfort conditioned (heated and cooled) space
4. Projects must anticipate year-round occupancy. For K-12 schools, this requirement includes a minimum of 4 weeks of anticipated summer use in classroom areas.
5. Building must be separately metered (not on same utility meters as other buildings)
6. Projects must be new buildings or major renovations. A major renovation would qualify for this Program if the scope is such that occupancy is not possible during construction and where scope includes at least 3 of the following 5 systems: (1) HVAC, (2) DHW, (3) lighting, (4) envelope, and (5) process equipment
7. Core and shell and multi-family projects may not participate in Path 1 at this time
8. Projects where scope includes Combined Heat and Power (CHP) are not eligible for participation in Path 1
9. Participants must be a customer of one of the Mass Save Sponsors

Key Customer Commitments:

1. Project teams must be willing to target a **25.0 site EUI or less**. An exception may be requested (or necessary) if 25.0 EUI is not reasonable due to building type, hours of operation or because some percentage of the building is semi-conditioned. In these situations, participants alternatively may pursue a site EUI target representing a minimum 25.0% EUI reduction (for electrically heated buildings) or 40.0% EUI reduction (for non-electrically heated buildings) from the Mass Save baseline. Mass Save Sponsors must approve any exceptions, and any EUI target shall not be greater than 75 in this pathway.⁴
2. Include ZNE or ZNE ready goal and the EUI target in the project documents, including the Owner Project Requirements (OPR)

¹ Energy Use Intensity (EUI): A measure of a building's gross annual energy consumption (excluding parking garages) relative to its gross square footage (excluding parking garages; penthouse square footage should also not be included, as it is not conditioned space). EUI is calculated as kBtu per square foot per year.

² The Mass Save Sponsors are National Grid, Eversource, Unitil, Columbia Gas, Cape Light Compact, Liberty Utilities, Blackstone Gas Company, and Berkshire Gas. To determine your Mass Save Program Sponsor(s), please visit <https://www.masssave.com/en/saving/business-rebates>.

³ Zero Net Energy Building: A building that produces as much clean, renewable energy as it uses when measured over a one-year period. Zero Net Energy Ready Building: Projects that are not able to add renewables on site right away but achieve the EUI Target set for the project.

⁴ Electricity generating renewables, such as Photovoltaics (PV) or wind turbine technology, do not contribute towards the site EUI target.

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3. Agree to cost share the services of the Mass Save ZNE expert
4. Continuously monitor the predicted EUI of the project with iterative energy modeling throughout each phase of design. Design team's energy model should meet the requirements of ASHRAE 90.1 G2.2.
5. Commission the building to levels equivalent to the LEED BD&C Version 4 Fundamental Commissioning and Verification Prerequisite and the LEED BD&C Enhanced Commissioning credit (Option 1, Path 1) and Envelope Commissioning credit (Option 2)
6. Establish a plan for determining how the building's site EUI will be calculated once the building is operational, and identify the responsible parties
7. Ensure electric vehicle charging stations are separately metered
8. Ensure any on site generation is separately metered
9. Ensure any unconditioned spaces are separately metered
10. Meet the requirements of ASHRAE 90.1-2016, para. 8.4.3 related to metering and data storage
11. Commit to continued engagement with Mass Save Sponsor(s) through a one-year post commissioning, post occupancy period

Key Mass Save Sponsor Commitments:

1. Cost share with the customer the services of a ZNE expert (50% of fee up to \$10,000 cost share) to help the project team develop a roadmap to low EUI and ZNE success.
2. Offer project incentives on a dollar per square foot basis up to \$2.25/sf. See Table 1 below.
3. Offer \$3,000 toward zero net energy or Passive House certification.
4. Offer up to \$15,000 in Design Team Incentives. See Table 2 below.
5. Offer an optional Verification Incentive to help customers achieve their predicted EUI upon operation. See Table 1 below.

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This document outlines the roles and responsibilities of each party to set transparent expectations for all parties participating in the Program. Under no circumstances does this Memorandum require customers or design teams to incorporate any particular EUI reduction strategy, nor does this document bind the customer or design team to a particular EUI target. All assistance offered by Sponsors through this Program is offered in an advisory capacity only.

The Mass Save Sponsors understand that the following customer:

_____ (“The Customer”)

will undertake the following (check one)

- new construction
- major renovation,
- addition

_____ (“Premises”)

This project is being designed by the following design professionals (collectively, the “Design Team”):

_____ (“Architect”)

_____ (“Electrical Engineer”)

_____ (“Mechanical Engineer”)

Participating Mass Save Sponsors:

_____ (“Electric Sponsor”)

_____ (“Gas Sponsor”)

IMPORTANT:

Customers participating in this pathway may not also participate in the Mass Save *upstream* programs where incentives for HVAC, domestic hot water, food service and lighting equipment are offered directly to distributors. To ensure participation in only one Mass Save program pathway, designers must include language in project documents informing contractors that this project is participating in a Mass Save downstream program pathway, and that they may not pursue or accept any HVAC, domestic hot water, food service or lighting upstream incentives for this project.

Detailed Process:

Step 1 – Customer Engagement with Mass Save

Customers may reach out to Mass Save Sponsors even before they select the Owner’s Project Manager (OPM) and Designer. Very early engagement allows Mass Save Sponsors to provide guidance on language to include in OPM and designer services Requests for Services (RFSs) related to zero net energy and low EUI targets. Once the design team has been selected and zero net energy is a clear goal, the customer will re-engage with Mass Save Sponsors in conceptual/early feasibility or early schematic design. Initial conversations will focus on EUI target setting and confirmation that customer and design team goals align with the program requirements.

Step 2 – EUI Target Setting and Developing a Roadmap to Meet the EUI Target

The target EUI for projects participating in this pathway is a site EUI of 25.0 or less or an alternative percent reduction target in accordance with key customer commitment number 1 above.

- Projects pursuing an EUI of 25 or less – Mass Save Sponsors will engage a ZNE specialist to provide technical assistance and ZNE planning throughout design
- Projects pursuing the 25.0% or 40.0% reduction scenarios – Mass Save Sponsors will engage a ZNE specialist to help determine a 25.0% or 40.0% EUI reduction target. The specialist will also help the design team with developing strategies and a pathway for getting the design to achieve the target.

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Once the Mass Save Sponsors confirm the customer is eligible for participation in this ZNE pathway, customers will be required to sign an Engineering Services Agreement (ESA) and commit to cost sharing the services of the ZNE specialist.

Step 3 – Design

Once the EUI target is established, it should be written into the project documents, including the OPR, where it will serve as a touchstone throughout the rest of design and construction. The project team will pursue the EUI target throughout design and will conduct the iterative energy modeling necessary to ensure the design remains on track to achieve the target EUI.

In addition to the feasibility and early schematic design technical support and ZNE road mapping services, the Mass Save ZNE specialist will review the project documents at the end of Schematic Design and at mid design development, and then will provide reports back to the team with any further recommendations and considerations.

Customer must make final cost share payments to the ZNE specialist once the ZNE specialist’s work is complete at the end of design development.

Customer must ensure a commissioning contract is in place that meets the requirements of this Program. Provide a copy of the commissioning scope of services to Mass Save Sponsor(s).

If the customer is pursuing an EUI target through the 25.0% or 40.0% reduction from Mass Save baseline option, the EUI target will be estimated during the early feasibility and schematic design phases, but will not be locked in for purposes of incentives until the Mass Save Sponsor confirms its baseline EUI based on the 100% Design Development set. Once Mass Save Sponsors have reviewed that set, Mass Save Sponsors will lock in the target EUI. The target EUI will remain locked for purposes of incentives unless there are major design changes between 100% design development and 100% construction documents, including, but not limited to, HVAC system type changes and space type changes.

Step 4 – Planning for EUI Data Collection and Corrective Action

Customers must consider how they will determine the post occupancy EUI of the project in coordination with their Mass Save Sponsor(s) and determine who will be responsible for collecting the data. Thought should be given to corrective action if at post occupancy the project is straying from the final design EUI. The project must comply with ASHRAE 90.1-2016, para. 8.4.3 related to metering and data storage, and it is recommended that the project team consider submetering in accordance with the LEED BD&C v4 Energy and Atmosphere Advanced Energy Metering credit, which requires submetering of any individual energy end uses that represent 10% or more of the total annual consumption of the building.

An optional Verification Incentive is available to help customers identify issues that may arise related to energy savings post construction (please request the Mass Save Sponsor’s scope of work for more details). The Mass Save Sponsors will reimburse 50% or up to \$10,000 of the fee associated with this work. Customers must decide during design if they wish to pursue this incentive so that a contract can be put in place.

Step 5 – Mass Save Incentive Pre-Approval

At the end of design, the design team must complete a final energy model representative of the final design. If the design team’s energy model affirms the design will achieve the target EUI, the Mass Save Sponsor will pre-approve an incentive of \$1.25/sf. If the customer has a contract in place for the Verification Incentive scope, this incentive component will be pre-approved as well.

An additional \$1.00/sf incentive will be available after the one-year post occupancy period if the project achieves the target EUI in practice (see Step 7 for details on when the post occupancy period begins). If the design team’s model does not achieve the target EUI (either a 25.0 EUI or a 25.0%/40.0% reduction in EUI from the Mass Save baseline), the project will shift out of the Path 1 ZNE/Deep Energy Savings participation pathway but continue participating with Mass Save Sponsors in the Path 2 Whole Buildings EUI Reduction Pathway (contact your Mass

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Save Sponsor for more details).

Mass Save Sponsors will require customers to sign:

1. Custom application, formally requesting Mass Save incentives, and
2. The Mass Save Minimum Requirements Document (MRD), which lays out the energy-using equipment and system details that will lead the project to achieve the target EUI.

Customers must commit to constructing the building as it was designed and as it was documented in the MRDs. Major deviations from the design and specific equipment included in the design could jeopardize the project's ability to achieve the target EUI and could jeopardize the customer's opportunity to obtain full incentives.

At the end of design, Mass Save Sponsors will also request pdfs of the Final Design Documents. Mass Save Sponsors will conduct further analysis at their own expense to determine more granular information regarding Mass Save program energy savings. Mass Save Sponsors will share the design documents with at least one additional vendor at their discretion at this time.

Table 1. Summary of Customer Incentives*	
Construction Incentive	\$1.25/sf
Post Occupancy Incentive	\$1.00/sf
ZNE or PH Certification Incentive	\$3,000
Optional Verification Incentive	50% of fee up to \$10,000

*Customer incentives are capped at 100% of the combined incremental cost of the EUI reduction strategies included in the project. Projects must be cost-effective to receive the full customer incentive and are subject to each Mass Save Sponsor's program budget.

Step 6 – Construction Completion and Construction Phase Incentive Payment

A few weeks before substantial completion, customers must provide a set of approved submittals, invoices and photographs corresponding with major equipment that is key in attaining the predicted EUI. Sponsor(s) may also request a copy of the project's schedule of values.

All projects participating in the Program are subject to inspection by each participating Mass Save Sponsor. Customers may be asked to arrange for these post inspections to take place once the building is ready for occupancy.

Upon Mass Save Sponsor review of submittals, invoices and photographs, and upon completion of the post inspection, Mass Save Sponsor(s) will make the \$1.25/sf construction incentive payment to the customer and will make the design team incentive payment. Where equipment and systems installed deviate substantially from equipment and systems shown in the design documents, Mass Save reserves the right to adjust the customer and design team incentive amounts.

The design team is eligible for a Design Team Incentive (DTI) at construction completion if the customer's construction payment is approved. DTI rates, offered per Table 2 below, encourage the integrated design and continuous iterative energy analysis that is necessary to achieve the EUI target.⁵ Mass Save Sponsors pay the DTIs to the design team lead (an invoice is required), who may disperse them to other team members as appropriate.

⁵ Where the project has a contract that may restrict payments to the design team (as can happen with some municipal projects), it is the responsibility of the design team lead to work with the customer to ensure that the design team can obtain design team incentive payments per this program offering.

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Table 2. Design Team Incentives
Calculated at \$0.20/sf and capped at \$15,000, but not less than \$8,000 per project

Step 7 – Post Occupancy Incentive, Verification Incentive, and Certification Incentive

Once the building is functioning in a steady state (at anticipated occupancy and operating as intended), the customer and the Mass Save Sponsor(s) agree to begin the Mass Save Performance Period, which will last for one year. At the end of the Mass Save Performance Period, the customer is responsible for supplying the post occupancy energy usage (including utility bills, delivered fuel usage, and on-site generation), which is subject to Mass Save Sponsor review.

As described in Step 4, customers may optionally choose to pursue a Verification Incentive from Mass Save Sponsors. Regardless of whether the customer pursues the Verification Incentive, the Mass Save Performance Period as it relates to the post occupancy incentive will begin once the customer affirms:

- The metering system is set up and operating properly per ASHRAE 90.1-2016, para. 8.4.3 and as verified by the commissioning agent.
- All corrective action the customer intends to take as a result of the Verification Team's scope of work has been completed.
- The occupancy and use of the building have reached a "steady state."

If, at the end of the Mass Save Performance Period, the building achieves an operational EUI, which, when adjusted for weather by the Mass Save Sponsors, achieves the target EUI, the Mass Save Sponsors will pay the customer the additional \$1.00/sf incentive for this Program. The post occupancy EUI is adjusted for weather so that customers are not unfairly penalized for particularly harsh weather and are not unfairly benefitted by particularly mild weather.

If the customer opts to certify the project as net zero in accordance with LEED Zero or the International Living Future Institute's (ILFI's) Living Building Challenge 4.0 (including Zero Carbon, Zero Energy, CORE, Petal or Living Certification), the New Buildings Institute's (NBI's) zero energy standards, or if they receive Passive House certification from either PHIUS or PHI, Mass Save Sponsors will pay a \$3,000 certification incentive.

Disclaimers

Except for payment of incentives as set forth hereunder, the Mass Save Sponsors do not make any representations, warranties, promises or guarantees in connection with the Program, energy conservation measures (ECMs), EUI reduction strategies, energy savings, benefits, adequacy or safety of ECMs or other items, or any work, services or other item performed in connection with the Program including, without limitation, the warranty of merchantability or fitness for a particular purpose. Also, other than the (i) energy cost savings realized by Customer, (ii) energy or ancillary service market revenue achieved through market sensitive dispatch, (iii) alternative energy credits, and (iv) renewable energy credits (altogether, the "Customer Credits"), the Mass Save Sponsors have unilateral rights to apply for any credits or payments resulting from the Program or ECMs (the "Sponsor Credits"). Such Sponsor Credits include but are not limited to credits and payments for: (a) ISO-NE capacity, (b) forward capacity credits, (c) other electric or natural gas capacity and avoided cost payments or credits, and (d) demand response program payments. Customer waives, and agrees not to seek, any right to any Sponsor Credit. The Mass Save Sponsors are not responsible for the payment of any taxes assessed by federal, state or local governments on either benefits conferred on the customer by the Sponsor(s) or design incentives paid to the design team.

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By signing below, the customer represents that he/she (1) shall be the sole and lawful customer of the Premises and (2) has read, understands, accepts and agrees to the terms and conditions for participation in the Program outlined above.

Customer Signature: _____

Customer Printed Name: _____

Date: _____

Email: _____

Phone: _____

Architect Signature: _____

Architect Printed Name and Company Affiliation: _____

Date: _____

Email: _____

Phone: _____

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Process Checklist
Path 1: ZNE/Deep Energy Savings Program

Pre-Design Phase

- If possible, engage Mass Save Sponsor(s) before hiring an Owner's Project Manager (OPM) and design team. The Mass Save Sponsors can offer request for proposal or request for services (RFP/RFS) language and questions to help customers select a designer or OPM with zero net energy (ZNE) project experience.
- Incorporate zero net energy (ZNE) goals and/or low Energy Use Intensity (EUI) goals into the RFP/RFS for OPM services and designer services

Feasibility and Early Schematic Design Phases

- Once design team is hired, re-engage Mass Save Sponsor(s) to ensure this Program is a good fit
- Sign Mass Save Memorandum of Understanding (MOU)
- Sign an Engineering Services Agreement (ESA) confirming customer is willing to cost share the services of a ZNE expert that Mass Save sponsor(s) would bring to the project
- Establish EUI target and a roadmap for achieving the target
- Add ZNE goal and EUI target to Owner Project Requirement (OPR) and provide Mass Save Sponsor(s) with a copy
- Conduct iterative energy modeling throughout design to ensure the project is tracking toward the EUI target
- Establish a plan for calculating site EUI once the building is operational; identify responsible parties and consider tools that will flag unexpectedly high energy use (e.g., submetering)
- Ensure that a commissioning contract is in place that meets the program requirements and provide copy of commissioning scope to Mass Save Sponsor(s)
- If pursuing the Verification Incentive, establish a contract with the Verification Team to complete this work and provide a copy of the contract that includes the scope of work necessary to obtain the incentive to Mass Save Sponsors.

Mid Design

- Continue to conduct iterative energy modeling throughout design to ensure the project is tracking toward the EUI target
- Provide 50% or 100% Design Development set to Mass Save ZNE expert for review and team feedback/discussion
- Designers must include language in project documents informing contractors that this project is participating in a Mass Save downstream program pathway, and that they may not pursue or accept any HVAC, food service, domestic hot water or lighting upstream incentives for this project
- Finalize customer cost share payments to the ZNE specialist upon receipt of the specialists' Design Development Review Report

End of Design – Upon Completion of Design Team's Energy Modeling

- Provide the design team's energy modeling report based on 100% Construction Documents to Mass Save Sponsor(s) showing the predicted EUI of the project's final design. If the EUI target is met, move forward in Path 1 below. If the EUI target is not met, move forward with Path 2 (consult your Mass Save Sponsor).
- Sign the Custom Application in the pre-installation section, formally requesting Mass Save Sponsor incentives
- Sign the Minimum Requirements Documents (MRD) in the pre-installation section – affirming intent to build in accordance with the equipment and systems identified in the MRDs

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Construction/End of Construction Phase

- Maintain focus on the project components such that the predicted EUI is maintained as a target throughout construction
- Provide submittals, invoices, photographs and possibly a contractor schedule of values at the end of construction to affirm that major equipment and systems contributing to the predicted EUI have been installed
- Schedule a post installation walk-through with Mass Save Sponsor(s)
- Sign the Custom Application in the post-installation section to confirm project is complete and ready for occupancy
- Sign the Minimum Requirements Document (MRD) in the post installation section to confirm that equipment and systems have been installed as expected to contribute to the predicted EUI.
- Mass Save Sponsor(s) will pay customer's construction incentive if equipment is installed as expected
- Design Team Lead to submit an invoice for the Design Team Incentive
- Mass Save Sponsor(s) will pay the Design Team Incentives if equipment is installed as expected

Mass Save Performance Period

- Once the project reaches a steady state of occupancy and operation, provide Mass Save Sponsor(s) with an affidavit that confirms the metering system is set up and operating properly per ASHRAE 90.1-2016, para. 8.4.3 as verified by the commissioning agent, all corrective action customer intends to take related to energy use has been taken, and the building's occupancy and operation are in a steady state.
- Customer will provide Mass Save Sponsors with one year of post occupancy usage (including utility bills, delivered fuel usage, and on-site generation) after the beginning of the Mass Save Performance Period
- Mass Save Sponsors will review the data and true up the EUI date to adjust for weather
- If weather adjusted EUI meets the target EUI, Mass Save Sponsors will make the \$1.00/sf post occupancy payment
- If customer opted for the optional Verification Incentive, provide Mass Save Sponsors with copies of reports from each review interval
- Mass Save Sponsor(s) will make a \$3,000 certification support payment if customers certify their projects as net zero in accordance with LEED Zero or the International Living Future Institute's (ILFI's) Living Building Challenge 4.0 (including Zero Carbon, Zero Energy, CORE, Petal or Living Certification), the New Buildings Institute's (NBI's) zero energy standards, or if they receive Passive House certification from either PHIUS or PHI

7/29/2020



WE ARE MASS SAVE™

TO: Director of Capital Planning
FROM: Mr. John Macero
 Stoneham Public Schools
 Stoneham High School

MSBA Project ID Number: 2018WZ84US05

DATE: July 6, 2020

RE: Feasibility Study Agreement (FSA) Budget Revision Request, NUMBIR: 1

Pursuant to the Feasibility Study Agreement between the Town of Stoneham (the "District") and the MASSACHUSETTS SCHOOL BUILDING AUTHORITY (the "Authority"), the District hereby requests a revision to the Feasibility Study Budget, Exhibit A, dated January 25, 2020, for the Stoneham High School Project. As required, the District has provided the information outlined in the table below to indicate the Feasibility Study Budget categories (line items) affected, the amounts needed and the reasons for the proposed revision.

The District acknowledges and agrees that it will not seek reimbursement from the Authority for any costs that exceed the already approved line item limits set forth in Exhibit A until after the Authority has accepted this Feasibility Study Budget Revision Request, and the Authority's ProPay system has been adjusted accordingly.

The District further acknowledges and agrees that in accordance with Section 3.3 of the Feasibility Study Agreement, any revisions to the Feasibility Study Budget will not result in an increase to the grant amount set forth in Section 2.1 of the Feasibility Study Agreement.

The District further acknowledges and agrees that the need for these revisions to the Feasibility Study Budget will be identified in the OPM monthly report as required pursuant to the Contract for Owner's Project Management Services between the District and the OPM.

The District further acknowledges and agrees that all of the information contained in this Feasibility Study Agreement Budget Revision Request has been reviewed and approved by the Town of Stoneham's School Building Committee, and it further certifies and acknowledges that the funds to pay for the costs associated with these proposed revisions are available as indicated by the signatures noted below.

The Total Budget in the Current Feasibility Study Budget, Exhibit A of the FSA dated February 25, 2020 is \$750,000.00.

From Class' Code	To Class' Code	To Classification Name	Budget Revision Amount	Reason for transfer (Attach all supported documents, e.g., executed contracts, amendments and or supporting invoices for reimbursable expenses)	Amount Remaining in Other	Intelligible/Case/Scope Items excluded from the Total Facilities Grant
0001-0000	0004-0000	OPM Feasibility Study: Schematic Design	\$1,500.00	Final, Negotiated Fee	\$40,000.00	
0001-0000	0003-0000	Environmental & Site Schematic Design	\$55,000.00	Final, Negotiated Fee	\$10,000.00	

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PRELIMINARY EVALUATION OF OPTIONS	SITE DEVELOPMENT REQUIREMENTS	EVALUATION OF EXISTING CONDITIONS / BUILDING	INITIAL SPACE SUMMARY	EDUCATIONAL PROGRAM	INTRODUCTION	TABLE OF CONTENTS
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From Class' Code 0002-0000	From Classification Name A/E Feasibility Study/Schematic Design	To Class' Code 0003-0000	To Classification Name Environmental & Site	Budget Revision Amount \$45,000.00	Reason for transfer (Attach all supporting documentation, e.g., executed contracts, amendments and or supporting invoices for reimbursable expenses) Final Negotiated Fee	Amount Remaining in Other \$40,000.00	Ineligible/Cost/Scope Items excluded from the Total Facilities Grant
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By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.


By: **Dennis Sheehan**

Title: Chief Executive Officer
Date: July 6, 2020

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.


By: **John Macero**

Title: Superintendent of Schools
Date: July 6, 2020

By signing this Total Project Budget Revision Request, I hereby certify that I have read and understand the terms of this Request and further certify that the information supplied by the District in the tables is true, accurate and complete.


By: **Jaime Wallace**

Title: Chair of the School Committee
Date: July 6, 2020

MASSACHUSETTS SCHOOL BUILDING AUTHORITY



By: **John F. Junpe Jr., P.E.**
Title: Director of Project Management
Date: 9/8/20

1000 Massachusetts Avenue
Cambridge, MA 02138
617.547.5400

www.smma.com

Project Management | **SMMA**

Project Minutes

Project: Stoneham High School Feasibility Study
Prepared by: Joel Seeley
Re: School Building Committee Meeting
Location: Remote Locations
Distribution: Attendees (MF)

Project No.: 20033
Meeting Date: 9/28/2020
Time: 7:00pm
Meeting No: 10

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Marie Christie	Co-Chair, School Building Committee	Voting Member
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience	Voting Member
✓	Nicole Nial	School Committee Member	Voting Member
✓	Raymie Parker	Chair Select Board	Voting Member
✓	Albert Talarico	Community Member with Building Commissioner Experience	Voting Member
✓	Douglas Gove	Community Member with Engineering Experience	Voting Member
	Stephen O'Neill	Community Member with Engineering Experience	Voting Member
✓	Josephine Thomson	Community Member	Voting Member
✓	Jeanne Craigie	Town Moderator	Voting Member
✓	Lisa Gallagher	Community Member, School Secretary, Past member of Middle School Building Committee	Voting Member
✓	Sharon Iovanni	Community Member	Voting Member
✓	Cory Mashburn	Community Member, Finance and Advisory Board	Voting Member
	Paul Ryder	Community Member with Construction Experience	Voting Member
✓	David Pignone	Athletic Director, Member knowledgeable in educational mission and function of facility	Voting Member
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance	Voting Member
✓	Dennis Sheehan	Town Administrator / MCPPO Certified	Non-Voting Member
✓	John Macero	Superintendent of Schools, Secretary of School Building Committee	Non-Voting Member
✓	Bryan Lombardi	Stoneham High School Principal	Non-Voting Member
✓	Brian McNeil	Facilities Director	Non-Voting Member
✓	Brooke Trivas	Perkins and Will	
✓	Patrick Cunningham	Perkins and Will	
✓	Leo Liu	Perkins and Will	
✓	David Warner	Warner Larson	
✓	Joel Seeley	SMMA	

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
SITE DEVELOPMENT REQUIREMENTS	3.1.5
EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
INITIAL SPACE SUMMARY	3.1.3
EDUCATIONAL PROGRAM	3.1.2
INTRODUCTION	3.1.1
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Project: Stoneham High School Feasibility Study
 Meeting Date: 9/28/20
 Meeting No.: 10
 Page No.: 2

Item #	Action	Discussion
10.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
10.2	Record	In accordance with the executive order issued by the Governor on March 10, 2020, this meeting will be held via video conference and a recording of such will be posted on the Town's website.
10.3	Record	A motion was made by S. Iovanni and seconded by J. Craigie to approve the 9/14/20 School Building Committee meeting minutes. No discussion, motion passed unanimous by roll call vote.
10.4	Record	J. Seeley distributed and reviewed Designer Amendment No. 3, dated 9/28/20 for Hydrant Flow Test Services, in the amount of \$1,760.00 to be charged against ProPay Budget Code 0003-0000, which has a balance of \$90,012.50, attached. A motion was made by J. Craigie and seconded by N. Nial to approve Designer Amendment No. 3, dated 9/28/20 for Hydrant Flow Test Services, in the amount of \$1,760.00 and recommend signature by D. Sheehan. No discussion, motion passed unanimous by roll call vote.
10.5	J. Seeley	J. Seeley reviewed Warrant No. 3, attached. A motion was made by J. Craigie and seconded by R. Parker to approve Warrant No. 3. No discussion, motion passed unanimous by roll call vote. J. Seeley to forward Warrant No. 3 to D. Bois for signature.
10.6	A. Palmerino S. Iovanni	Community Forum No. 2 feedback were discussed. Committee Discussion: <ol style="list-style-type: none"> J. Craigie asked if the forums are providing the intended value to the community and committee? <i>S. Iovanni indicated yes, they are building visibility and providing a consistent messaging platform.</i> J. Macero indicated the dates that the forum will be re-broadcast on Stoneham TV should be promoted. <i>A. Palmerino will provide the re-broadcast dates and a link to view on-demand.</i> D. Bois indicated the presentation was comprehensive with a lot of information. D. Bois asked if the Committee received any additional comments since the forum thru their email account? <i>J. Seeley indicated no additional emails beyond the community email received the night of the forum, attached.</i>

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Project: Stoneham High School Feasibility Study
 Meeting Date: 9/28/20
 Meeting No.: 10
 Page No.: 3

Item #	Action	Discussion
		5. S. Iovanni indicated the Public Relations Subcommittee will develop a press release on the forum.
10.7	Record	J. Seeley reviewed the 9/14/20 Sustainable Design meeting minutes, attached, and indicated a follow-up meeting has been scheduled for 9/29/20 with committee members, P&W, MassSave, SMMA and the third-party ZNE expert, who will then develop their fee proposal in accordance with the MassSave Path 1 MOU.
10.8	J. Macero	J. Macero presented and reviewed the Space Summary, reflecting a 204,107 square foot facility, attached. B. Lombardi reviewed the Educational Program process. Committee Discussion: <ol style="list-style-type: none"> A. Talarico asked if the square foot area being identified for the Special Education spaces is all reimbursable, including the area above MSBA Guideline? <i>B. Trivas indicated yes, MSBA typically supports the local needs requirements for Special Education.</i> J. Craigie asked if J. Macero confirmed the kitchen square feet size with the food service staff? <i>J. Macero indicated yes, the kitchen size was confirmed.</i> J. Craigie indicated the Educational Mission Subcommittee met on 9/21/20 and commended J. Macero, B. Lombardi and the High School Vision Committee on their work on the Educational Program. J. Craigie indicated the Subcommittee would not like to see the program reduced. A. Talarico indicated concern that the building is approximately 32,000 square feet above MSBA Guideline, not including the PreK program. J. Thomson indicated she would like to see the District Offices re-instated in the Space Summary, as the Middle School may need space in the future. J. Macero asked how many square feet would the District Offices require? <i>B. Trivas approximated 3,000 to 4,000 square feet, but will confirm.</i> D. Pignone indicated the he visited several recently constructed schools and that the uniform feedback was to include sufficient storage space in the program. D. Sheehan asked if there was a Pre-K Guideline that the proposed Pre-K program can be compared to? <i>J. Macero will review and provide direction.</i> R. Parker indicated the Committee will need to be clear with the community when discussing the need for all the spaces listed in the Space Summary.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 9/28/20
 Meeting No.: 10
 Page No.: 4

Project: Stoneham High School Feasibility Study
 Meeting Date: 9/28/20
 Meeting No.: 10
 Page No.: 5

Item #	Action	Discussion
		<p>9. D. Bois agrees with the spaces listed and indicated the ineligible costs associated with the space above MSBA Guideline needs to be clearly explained to the community.</p> <p>10. An email from the community relative to the indoor track is attached.</p>
10.9	Record	<p>P. Cunningham presented and reviewed preliminary Site Planning Options, Construction Phasing and Pros and Cons for each Option, attached. Each option includes geo-thermal wells, triple glazed fiberglass windows and curtainwall, and robust envelope insulation to align with Path 1 goals, two synthetic turf soccer fields with sports lighting, new or reconstructed synthetic football field and track with sports lighting, and a reconstructed natural turf baseball, softball and soccer field. Parking space counts match existing. Additionally, each option includes new traffic signals at the Franklin Street school entry and the Franklin Street/Stevens Street intersection. The Options are as follows:</p> <ol style="list-style-type: none"> Code Repair Only Option 1 Renovation Only Option 2 Renovation/Addition Option 3A1 Renovation/Addition Option 3A2 Renovation/Addition Option 3B New Construction Option 4A1 New Construction Option 4A2 New Construction Option 4A3 New Construction Option 4B New Construction Option 4C <p>Committee Discussion:</p> <ol style="list-style-type: none"> D. Gove asked if the geotechnical boring results and grade changes at the existing softball and soccer fields have been accounted for in the Options design and cost estimates? <i>B. Trivas indicated yes, to the extent it can at this phase. The borings were completed and preliminary results have been provided by the geotechnical engineer.</i> D. Gove indicated he would prefer options that place the construction in front of or to the east of the existing school to avoid the uncertainty of the existing subsurface conditions, grade changes, culvert, and fill. M. Christie indicated the soccer fields were constructed, in part, on donated fill from a roadway project, approximately 15 years ago. M. Christie asked how close are the buildings in Options 4B and 4C to the eastern property edge, where the grades slope down significantly.

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Item #	Action	Discussion
		<p><i>P. Cunningham indicated the building in Option 4C is very close to the slope and Option 4B, which has a smaller footprint, is further away from the slope.</i></p> <p>5. J. Craigie asked if Option 4B was multi-story? <i>P. Cunningham indicated yes, the building is two-stories and could be reviewed as a three-story option to further reduce the footprint.</i></p> <p>6. C. Mashburn indicated the project should be considered holistically as a high school complex, inclusive of the community-use fields and courts, not just as a high school project.</p> <p>7. C. Mashburn asked if a renovation and addition option had to be studied further in the PSR phase? <i>J. Seeley indicated yes, a renovation and addition option is required to be studied further in the PSR phase.</i></p> <p>8. N. Nial indicated her preference for a renovation and addition option would be Option 3A2.</p> <p>9. C. Mashburn indicated preference for Option 3A2 and 4B for new construction.</p> <p>10. J. Craigie indicated preference for Option 4B.</p> <p>11. D. Gove indicated Options 3A1, 3B, 4A1 and 4A2 should no longer be considered, due to their construction being in the existing fill and culvert area.</p> <p>12. D. Bois indicated preference for Option 4B and concern with Option 4C due to its close proximity to the downward sloping grade to the eastern property edge.</p> <p>13. D. Pignone indicated preference for Options 4B and 3A1.</p> <p>14. N. Nial indicated preference for Option 4B for new construction.</p> <p>15. Additional Committee comments on the 9/14/20 presentation are attached.</p>
10.10	Record	J. Seeley reviewed the Project Cost, Construction Cost, Reimbursement and Cost to Stoneham for each Option, attached.
10.11	Record	A motion was made by D. Pignone and seconded by J. Craigie to select Options 1, 2, 3A2, 4A3 and 4B to be further studied in the PSR Phase. No discussion, motion passed unanimous by roll call vote.
10.12	Record	A motion was made by J. Thomson and seconded by R. Parker to approve the PDP Submittal and authorize submission to the MSBA. No discussion, motion passed unanimous by roll call vote.

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Project: Stoneham High School Feasibility Study
 Meeting Date: 9/28/20
 Meeting No.: 10
 Page No.: 6



PROJECT MEETING SIGN-IN SHEET

Project: Stoneham High School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: Remote Locations
 Distribution: Attendees, (MF)

Project No.: 20033.00
 Meeting Date: 9/28/2020
 Time: 7:00pm
 Meeting No: 10

Item #	Action	Discussion
10.13	D. Sheehan	Subcommittee Updates Public Relations Subcommittee 1. S. Iovanni asked if there will be a limit on attendees to the in-person Tri-Board Meeting on 10/15/20? <i>D. Sheehan will review.</i>
10.14	Record	Committee Questions - none
10.15	Record	Old or New Business 1. M. Christie asked if the Committee had any reservations with having the 10/13/20 SSBC meeting in-person at the Middle School Gymnasium? <i>The Committee indicated they did not. The item will be further reviewed at the Wednesday Chairs meeting.</i> 2. J. Craigie asked if hardcopies of meeting materials can be provided on the Friday before the Monday meeting? <i>D. Bois indicated yes, this will be provided going forward.</i>
10.16	Record	Public Comment - none
10.17	Record	Next SBC Meeting: Tuesday, October 13, 2020 at 7:00 pm.
10.18	Record	A Motion was made by L. Gallagher and seconded by C. Mashburn to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, Designer Amendment No. 3, Warrant No. 3, 9/14/20 Sustainable Design meeting minutes, Additional Committee comments on the 9/14/20 presentation, Emails from the community, Project Cost, Construction Cost, Reimbursement and Cost to Stoneham for each Option, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
Attended Remotely	Marie Christie	mariechristie@comcast.net	Co-Chair, Past Member of the School Committee/Middle School Building Committee
Attended Remotely	David Bois	bois@arrowstreet.com	Co-Chair, Community Member with Architecture Experience
Attended Remotely	Nicole Nial	nicole.nial@stonehamschools.org	School Committee Member
Attended Remotely	Raymie Parker	rparker@stoneham-ma.gov	Select Board Member
Attended Remotely	Albert Talarico	albert.talarico@gmail.com	Community Member with Building Commissioner Experience
Attended Remotely	Douglas Gove	goved11@gmail.com	Community Member with Engineer Experience
Attended Remotely	Stephen O'Neill	sonell@hayner-swanson.com	Community Member with Engineer Experience
Attended Remotely	Josephine Thomson	jthomson315@yahoo.com	Community Member, Middle School Faculty
Attended Remotely	Jeanne Craigie	jcraigie@stoneham-ma.gov	Town Moderator
Attended Remotely	Lisa Gallagher	lgallagher@stonehamschools.org	Community Member, School Secretary, Past member of Middle School Building Committee
Attended Remotely	Sharon Iovanni	sharon.iovanni@stonehambank.com	Community Member
Attended Remotely	Cory Mashburn	cory.mashburn910@gmail.com	Community Member, Finance and Advisory Board
Attended Remotely	Paul Ryder	pryder52@icloud.com	Community Member with Construction Experience
Attended Remotely	David Pignone	dpignone@stonehamschools.org	Athletic Director, Member knowledgeable in educational mission and function of facility
Attended Remotely	Kevin Yianacopolus	kyianacopolus@stonehamschools.org	Local Official responsible for Building Maintenance
Attended Remotely	Dennis Sheehan	DSheehan@stoneham-ma.gov	Town Administrator / MCPPO Certified
Attended Remotely	John Macero	jmacero@stonehamschools.org	Superintendent of Schools, Secretary of School Building Committee
Attended Remotely	Bryan Lombardi	blombardi@stonehamschools.org	Stoneham High School Principal
Attended Remotely	Brian McNeil	bmcneil@stonehamschools.org	Facilities Director
Attended Remotely	Brooke Trivas	brooke.trivas@perkinswill.com	Perkins and Will
Attended Remotely	Patrick Cunningham	Patrick.cunningham@perkinswill.com	Perkins and Will
Attended Remotely	Leo Liu	xi.liu@perkinswill.com	Perkins and Will
Attended Remotely	David Warner	dwarner@warnerlarsen.com	Warner Larson
Attended Remotely	Joel Seeley	jseeley@smma.com	SMMA

p:\2020\20033\04-meetings\4.3 mtg_notes\school building committee\2020\9-2020_28september\schoolbuildingcommittee\meetingsign-in sheet_28september2020.docx

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JGS/sat/P:\2020\20033\04-MEETINGS\4.3 Mtg_Notes\School Building Committee\2020\9-2020_28September\Schoolbuildingcommittee\meeting_28September2020_DRAFT.Docx

Project Management | SMMA

Agenda

Project: Stoneham High School Feasibility Study Project No.: 20033
 Re: School Building Committee Meeting Meeting Date: 9/28/2020
 Prepared by: Joel Seeley Meeting Time: 7:00 PM
 Location: Remote Participation
 Distribution: Attendees (MF)

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Sustainable Design Update
5. Community Forum No. 2 Feedback
6. Review Educational Program
7. Review Design Alternatives and Phasing
8. Review Cost Models
9. Review Options Matrix
10. Vote to Select Top 3-4 Options
11. Vote to Submit PDP
12. Schedule and Budget Update
13. Subcommittee Updates
14. New or Old Business
15. Committee Questions
16. Public Comments
17. Next Meeting: October 13, 2020
18. Adjourn

Join GoToMeeting:
<https://global.gotomeeting.com/join/555069077>

Dial-In: +1 (224) 501-3412

Access Code: 555-069-077

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Stoneham High School Feasibility Study
 Stoneham, Massachusetts
 7/24/20

PROJECT MANAGEMENT

SMMA
 SMMA NO. 20033

Environmental & Site Project Budget Status

Updated: 9/28/2020

Feasibility and Schematic Design Phase	Vendor	Amendment No.	Current Budget	Consultant Fee	Designer Markup	Total Fee	Balance
Environmental and Site							
Traffic Assessment and Study	Nelson Nygaard	2	\$30,000	\$16,500.00	\$1,650.00	\$18,150.00	\$11,850.00
Topographical Survey, Wetlands Flagging and ANRAD	Niisch	1	\$43,000	\$25,000.00	\$2,500.00	\$27,500.00	\$15,500.00
GeoEnvironmental Phase I Investigation	FS Engineers	1	\$10,000	\$2,700.00	\$270.00	\$2,970.00	\$7,030.00
Geotechnical Investigation - Prelim and SD	LGCi	1	\$35,000	\$14,925.00	\$1,492.50	\$16,417.50	\$18,582.50
Fire Hydrant Flow Test	Architectural Engineers	3	\$2,000	\$1,600.00	\$160.00	\$1,760.00	\$240.00
Hazardous Materials Investigation	UEC	1	\$15,000	\$4,500.00	\$450.00	\$4,950.00	\$10,050.00
Geothermal Test Well			\$20,000	-	-	-	\$20,000.00
Contingency			\$5,000	-	-	-	\$5,000.00
TOTAL			\$160,000	\$71,747.50	\$7,174.50	\$71,747.50	\$88,252.50

PRELIMINARY EVALUATION OF OPTIONS	3.1.6
SITE DEVELOPMENT REQUIREMENTS	3.1.5
EVALUATION OF EXISTING CONDITIONS / BUILDING	3.1.4
INITIAL SPACE SUMMARY	3.1.3
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Project Management

Memorandum

To: Stoneham School Building Committee Date: 9/28/2020
 From: Joel G. Seeley Project No.: 20033
 Project: Stoneham High School Feasibility Study
 Re: Designer Amendment No. 3: Hydrant Flow Testing Consulting Services
 Distribution: Stoneham School Building Committee (MF)

DESIGNER AMENDMENT NO. 3: Hydrant Flow Testing Consulting Services

FEE: \$1,760.00
REASON: Provide Hydrant Flow Testing Consulting Services.

BUDGET AVAILABILITY: This Amendment would be funded out of the Environmental & Site Survey Budget, ProPay Code 0003-0000, which has the current balance of \$90,012.50.

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ATTACHMENT F

**CONTRACT FOR DESIGNER SERVICES
 AMENDMENT NO. 3**

WHEREAS, the Town of Stoneham ("Owner") and Perkins & Will, (the "Designer") (collectively, the "Parties") entered into a Contract for Designer Services for the Stoneham High School Project (Project Number 201802840505) at the Stoneham High School on July 10, 2020 "Contract"; and

WHEREAS, effective as of September 28, 2020, the Parties wish to amend the Contract:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes the Designer to perform services for the Design Development Phase, the Construction Phases, and the Final Completion Phase of the Project, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services:

	Original Contract	Prior Amendments	This Amendment	After this Amendment
Feasibility Study Phase	\$ 175,000.00	\$ 69,987.50	\$ 1,760.00	\$ 246,747.50
Schematic Design Phase	\$ 245,000.00	\$ 0.00	\$ 0.00	\$ 245,000.00
Design Development Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Construction Document Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Bidding Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Construction Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Completion Phase	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Fee	\$420,000.00	\$ 69,987.50	\$ 1,760.00	\$ 491,747.50

This Amendment is a result of: Providing Hydrant Flow Testing Consulting Services to be funded out of MSBA ProPay 0003-0000.

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 SITE DEVELOPMENT REQUIREMENTS 3.1.5
 PRELIMINARY EVALUATION OF OPTIONS 3.1.6

Perkins&Will

3. The Construction Budget shall be as follows:

Original Budget: \$ NA
 Amended Budget \$ NA

4. The Project Schedule shall be as follows:

Original Schedule: NA
 Amended Schedule NA

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER

Dennis J. Sheehan
(print name)
Town Administrator, Town of Stoneham
(print title)
 By _____
(signature)
 Date _____

DESIGNER

Robert Brown, AIA, IIDA, LEED AP
(print name)
Managing Director, Principal, Perkins & Will
(print title)
 By _____
(signature)
 Date _____

9.22.2020

Mr. Dennis J. Sheehan, Town Administrator
 Stoneham Town Hall
 35 Central Street, Second Floor
 Stoneham, MA 02180

Re: Stoneham High School / Additional Services #3 Attachment F

Dear Mr. Sheehan,

As requested, and required, attached and noted herein, are the additional services for the Hydrant Flow Test. We have attached the AEI Proposal dated September 22, 2020 for the Stoneham High School which is currently in the Feasibility Study phase.

Project Overview

The additional service request is for the Hydrant Flow Test and report required for Modular 3/ PDP Phase of the Stoneham Project. We understand that you reviewed and approved the scope of services as outlined in the proposal attached to this letter dated 9.22.2020.

Schedule

The consultants will be notified that they will commence work as approved by the Town and School and under the guidelines of the COVID-19 requirements within the most expedient deadline.

Compensation

Based on the scope and schedule outlined herein and attached we propose a lump sum fee with a 10% mark up as allowed per contract. The following outlines the total compensation per additional service request which includes the 10% mark up: Any deviations to the attached will be at an additional charge to the defined scope.

Hydrant Flow Test and Report	\$ 1,760
-------------------------------------	-----------------

Please see Attachment F for more details.

Thank you,



Brooke Trivas
 Principal, Practice Leader for Perkins and Will

cc: Joel Seely – SMMA

225 Franklin Street, Suite 1100
 Boston, Massachusetts 02110

www.perkinswill.com

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 PRELIMINARY EVALUATION OF OPTIONS 3.1.6



September 22, 2020

Xi Liu, AIA, LEED AP BD+C
Perkins & Will
335 Franklin Street
Suite 1100
Boston, MA 02210

Architectural Engineers, Inc.

Re: Stoneham High School Hydrant Flow Test Proposal

Dear Leo,

Architectural Engineers, Inc. (AEI) is pleased to provide an additional services proposal for the performance of a hydrant flow test at the Stoneham High School campus.

The scope of work will include:

1. Coordination with the Town of Stoneham for a day/time of flow test. Includes delivery of fee to the Town and assistance with placement of ad in paper if required.
2. Performance of the flow test utilizing equipment owned by AEI.
3. Preparation of flow test reports.

The fixed fee cost to complete the additional work items indicated above:

Town Fee	\$ 0 (Town fee waived)
AEI Services	\$1,600
Total	\$1,600

Should you have any questions regarding this request for additional services, please contact us at 617.542.0810.

Thank you for your consideration.

Very truly yours,

Michael J. Doyle
Project Manager

63 Franklin Street

Boston, MA 02110

617 542 - 0810

Fax 542 - 8451

Project Management | SMMA

Warrant No. 3

Project: Stoneham High School, Stoneham, Massachusetts Project No.: 20033
Prepared by: Joel G. Seeley, AIA Date: 9/28/2020

School Building Committee for the Stoneham High School hereby authorizes to draw against funds for the obligations incurred for value received in services and for materials shown below:

<u>Vendor</u>	<u>Invoice No.</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>	<u>ProPay Code</u>	<u>Balance After Invoice</u>
SMMA	53473	09/03/2020	\$ 7,000.00	0001-0000	\$ 109,000.00
SMMA	53473	09/03/2020	\$ 383.27	0004-0000	\$ 39,385.92
Total			\$ 7,383.27		

Marie Christie

David Bois

Nicole Nial

Raymie Parker

Albert Talarico

Douglas Gove

Stephen O'Neill

Josephine Thomson

Jeanne Craigie

Lisa Gallagher

Sharon Iovanni

Cory Mashburn

Paul Ryder

David Pignone

Approved on _____

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617.547.5400

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p:\2020\20033\00-info\0.8 warrants\warrant no. 3 - september 14, 2020\warrant no. 3.docx



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Mr. Dennis Sheehan
 Town Administrator
 Town Administrator, Town of Stoneham
 35 Central St
 Stoneham, MA 02180

September 3, 2020
 Project No: 20033.00
 Invoice No: 0053473

Bill To:
 SYMMES MAINI & MCKEE ASSOCIATES
 1000 MASSACHUSETTS AVENUE
 CAMBRIDGE MA 02138

Ship To:
 SEE BELOW

Project 20033.00 Stoneham High School OPM Services

Professional Services from July 25, 2020 to August 21, 2020

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Study	56,000.00	37.50	21,000.00	14,000.00	7,000.00
Schematic Design	49,000.00	0.00	0.00	0.00	0.00
Total Fee	105,000.00		21,000.00	14,000.00	7,000.00
Total Fee					7,000.00
Reimbursable Expenses					
Reproductions				383.27	
Total Reimbursables				383.27	383.27
Total this Invoice					\$7,383.27

Number	Date	Balance
0053146	6/30/2020	7,230.81
0053302	7/28/2020	7,000.00
Total		14,230.81

	Current	Prior	Total
Fee	7,000.00	14,000.00	21,000.00
Expense	383.27	230.81	614.08
Totals	7,383.27	14,230.81	21,614.08

Authorized By: Joel Seeley

Purchase Order No.	Customer ID	Shipping Method	Payment Terms	Ship Date	Invoice	Date
STONEHAM DS	000000288725	SEE BELOW	Net 30	5/4/2020	IVC119745 6	5/4/2020
Quantity	Item Number	Description	Unit Price	Ext. Price		
1	4013A-100	One-Time Processing Charge	\$250.0000	\$250.00		
1	4005B-100	Deliver (Bernard Feldstein, MSBA DSP Chairman, Newton Highlands, MA)	\$32.5000	\$32.50		
1	4005B-100	Deliver (MSBA, Marie Deslauniers, Boston)	\$20.0000	\$20.00		
1	UPS	UPS - Ground - Leo Peters, MSBA DSP Vice-Chairman, Middleton, MA & Richard Hanson, Brewster MA	\$45.9300	\$45.93		
Subtotal				\$348.43		
Tax				\$0.00		
Total				\$348.43		

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Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033
 Prepared by: Joel Seeley Meeting Date: 9/14/2020
 Re: Sustainable Design Meeting Time: 10:00am
 Location: Remote Locations Meeting No: 2
 Distribution: Attendees (MF)

Attendees:

PRESENT	NAME	AFFILIATION
✓	Marie Christie	Co-Chair, School Building Committee
✓	Raymie Parker	Chair, Select Board
✓	Dennis Sheehan	Town Administrator
	John Macero	Superintendent of Schools
	Brian McNeil	Facilities Director
	Erin Wortman	Director, Planning and Community Development
	Susan McPhee	Energy Conservation Coordinator
	Kimberly Cullinane	Eversource
	Mark Rooney	Eversource
✓	Brooke Trivas	Perkins and Will
	Patrick Cunningham	Perkins and Will
✓	Kevin Caddle	BALA
✓	Edward Dolan	BALA
✓	Joel Seeley	SMMA

Item #	Action	Discussion
2.1	Record	<p>The MassSave incentive program Path 1 Memorandum of Understanding (MOU) was reviewed, attached.</p> <p>Discussion:</p> <ol style="list-style-type: none"> D. Sheehan asked was there a downside to pursuing Path 1? <i>J. Seeley indicated if Path 1 proves to be unattainable, either due to cost or engineering challenges, the project could revert to Path 2.</i> P. Cunningham indicated the current cost estimates include geo-thermal wells, triple glazed fiberglass windows and curtainwall, and robust envelope insulation to align with Path 1 goals. D. Sheehan asked if Path 2 is attainable without all the added systems?

1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

www.smma.com

Project: Stoneham High School Feasibility Study
 Meeting Date: 9/14/20
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Item #	Action	Discussion
		<p><i>E. Dolan indicated he believed Path 2 would be attainable, dependent upon what MassSave considers baseline.</i></p> <ol style="list-style-type: none"> R. Parker asked what would the cost be for the MassSave ZNE expert? <i>J. Seeley indicated MassSave will cost share 50% up to \$10,000, of the ZNE expert fee. We will not know the fee until the Town signs the MOU and a meeting can be established with the ZNE expert.</i> The Committee agrees to recommend to the SSBC to approve the Path 1 MOU and commence the process.
2.2	D. Sheehan	D. Sheehan to schedule a follow-up meeting in two weeks.

Attachments: Path 1 MOU, List of ZNE Intended Schools from MassSave

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

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Stoneham High School Feasibility Study
Design Options Review
Progress PDP Comments and Responses

September 8, 2020
Update: September 14, 2020

No.	Date	SSBC Member	Comment	P&W Response
1	9/8/2020	Paul Ryder	My biggest concern is the moving of the fields - especially the lighted football field. I am aware lighting can be directed to reduce spillover but the perception of the light poles will be a problem for abutters. Rather spend the money of turf fields especially if we are looking at multi-use fields.	A number of schemes maintain the stadium at its current location to minimize lighting challenges. The current cost estimate carries 1 stadium and 2 soccer/lacrosse fields as turf multipurpose fields.
2	9/8/2020	Marie Christie	Just a little background for my comments. This project is my 7th SBC and 4th Debt Exclusion attempt. Although all 3 Debt Exclusions ultimately passed, it was a very difficult to get the majority vote. Stoneham has never passed a regular override. In the past, all town boards were extremely conservative. When I retired from the School Committee 2 yrs. ago, the percentage of households in town that had children in public school was about 18%. The town has an extraordinarily large senior population that are the best voters in town. They may or may not vote against the Debt Exclusion campaign. The next largest group of voters are the empty nesters who mostly vote against all school appropriations. The passage of the Debt Exclusion will ultimately rest on the elementary and middle school parents who are in the minority of registered town voters. That being said, here are my thoughts. A few weeks ago I stated that I had two non-negotiables. 1. keep the current gym. 2. The new building must be front facing. Well, I may waiver a bit on #1. Could you get a cost estimate plus % of reimbursement for rehabbing the current gym and adding a suspended track to it. Also a cost estimate plus % of reimbursement for enlarging a new gym with and without a suspended track.	Cost and feasibility will be provided for a suspended track in the gymnasium space. For the Renovation Only and Renovation Addition where we reuse the existing gym the suspended track will be difficult due to the inability of the existing structural system to support the new track loading requirements.
3	9/8/2020	Marie Christie	I do like Reno Add #1 (keeping the current gym). Can you move the entire building to the east toward the current parking lot and tennis courts so that the west end aligns approximately at the current gym. I really cannot tell if this is a 1,2 or 3 story building.	The design team is concerned about the visibility of the entry and conflict with ledge, if the building moves east. We will understand more when we receive the site survey. The building will be 2 stories and in some cases 3, when slopes are greater.
4	9/8/2020	Marie Christie	I also like New Cons. #1. Again, can you move the building as in the previous paragraph. Also move the Gym and Auditorium to the west end of the building.	To be studied. Potential reduction of drop-off loop length; lessen effectiveness of relieving traffic pressure from Franklin St.
5	9/8/2020	Marie Christie	I would like to see all playing fields remain where they currently are, if possible. In moving the building to the east, I think we could keep the baseball diamond and at least 1 softball diamond along with the soccer fields. The funds we save from not moving 6 fields could be reallocated to a larger gym with a suspended track. When the current building is demolished, we could restore the additional fields and tennis courts. This would not interrupt the sports programs which are so crucial to many students.	Construction staging area and geoechange field may impact/disturb at a minimum 2 major fields, regardless of the building location/position. To be studied in conjunction with comment No. 4.
6	9/8/2020	Raymie Parker	I like designs 2, 3, 4.	We will work to integrate pedestrian path from the south of the site, as the options are being developed.
7	9/8/2020	Raymie Parker	I wish there could be another alternative path built coming from the south. There are a few streets back there that could handle a walking/bike path. It may help with traffic mitigation on Franklin, if the neighborhood behind the school had a safe route to school, that parents would be comfortable in letting HS students walk, instead of driving.	We will inquire with the Civil team on the culverted stream's impact on the flooding issues.
			I wonder if addressing this culvert under the school will help in mitigating some flooding issues that pose a problem from Weiss farm area.	

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No.	Date	SSBC Member	Comment	P&W Response
8	9/8/2020	Raymie Parker	I like the pre-k having a separate entrance and play space.	All design alternatives will work to accomplish this.
9	9/8/2020	Raymie Parker	I wish to fix any existing issues or concerns with the site.	Please provide more detail Raymie.
10	9/8/2020	Raymie Parker	I wonder about costs.	We really like your use of 'I like... I wish... I wonder...'. Thank you. Preliminary budget options will be presented shortly.
11	9/10/2020	Raymie Parker	I wish to fix any existing issues or concerns with the site. I am unaware of any existing conditions, but for example, are there any questions we need to discuss with Conservation, are there invasive species or plants or natives we would like to keep or remove. Is there any ground/landfill that we know of that may need addressing. What problems have plagued the school, that we don't see, other than the building. Macero/MacNeill/Yana may have more insight on this.	In receipt.
12	9/10/2020	Albert Talarico	I would like to know the cost before committing to any design. If the renovation cost is fairing close to new Construction, which I believe will be the case, why would we even consider renovating or code compliance?	Cost has been reported.
13	9/10/2020	Albert Talarico	I like the new Construction Schemas 1 and 3. I like that the orientation of the buildings is facing Franklin Street, the pedestrian connection, and the parking area locations.	In receipt.
14	9/11/2020	Jeanne Craigie	I think they were unimaginative. Personally without cost associated I don't think I could ever make an informed decision. I concur with Mrs. Christie on the history having lived through this over 30 odd years. Without proper documentation this committee is relying on what PW seems to want. I am one who feels we should have a face forward building three stories ... I think it would be cost effective and a far better use of space. I would like to see a three-story building.	In receipt.
15	9/11/2020	Jeanne Craigie	I agree that any Preschool facility should be separate with separate entrance.	In receipt and planned.
16	9/11/2020	Jeanne Craigie	I think the fields should remain where they are ... but be turned ... if we are to improve them the Stadium Field should be North to South so to avoid sun glare.	In receipt and exploring all options.
17	9/11/2020	Jeanne Craigie	I also believe there is enough land adjacent to have two side to side turf fields	In receipt.
18	9/11/2020	Jeanne Craigie	Switching BB fields would allow us more space and the hill would provide us with area to watch area for both softball and baseball games.	In receipt.
19	9/11/2020	Jeanne Craigie	Leave the lights where they are perhaps refurbish with new technology.	In receipt.
20	9/11/2020	Jeanne Craigie	I would explore the Stevens Street egress.	In receipt and under review..
21	9/11/2020	Jeanne Craigie	The paper Street by Fieldstone as a walkway.	In receipt and under review.

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22	9/11/2020	Jeanne Craigie	The land behind FB field as second entrance.	In receipt and under review.
23	9/11/2020	Jeanne Craigie	I also believe FD would want to access behind the building ... that being said ... develop new area by tennis courts as a new parking lot.	In receipt and under review.
24	9/11/2020	Jeanne Craigie	Without seeing the cost of a refurbished gym and honestly is a suspended track worth the investment??	Costs submitted.
25	9/11/2020	Jeanne Craigie	I might be inclined to redo gym by pushing it out the back entrance. Adding on out back and refurbishing the full locker room by elevator.	In receipt under consideration.
26	9/11/2020	Jeanne Craigie	The educational plan should be contiguous to disciplines and have places that are secure for staff and supplies as well as large group rooms.	Please see educational program and narrative.
27	9/11/2020	Jeanne Craigie	I think going straight down would also eliminate culvert change with sewer & water.	In receipt.
28	9/14/2020	Doug Gove	Slide 6 - Educational Programming Update Diagram - Has the Committee agreed to all of the spaces shown on this diagram? a. Did we agree to provide vocations? ---- how much space does this add to the building and at what cost? b. Are the Stoneham School District Offices going to be together with the HS Principal / Guidance spaces? I thought there was discussion at one point of having a separate entrance for the District Offices.	Please see program. No District Offices in the program.
29	9/14/2020	Doug Gove	Slide 7 - Educational Space Summary --- WE are currently showing 60,000 SF more than is reimbursable by MSBA. When is the Committee going to discuss this? Why are the District Offices not factored into the square footage tally?	This information was presented by OPM.

Stoneham High School Feasibility Study
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No.	Date	SSBC Member	Comment	P&W Response
30	9/14/2020	Doug Gove	Slide 9 & 10 - Design Alternatives Update / Summary: a. For the renovation option, is it feasible and worthwhile to reuse the exiting gym. The deficiencies discussed to date (seismic, type of construction, egress) concerns me. b. For the new construction option, why do we have 4 options with the new school in front of the existing school? I'd like to see at least two alternatives where the new school is not directly in front of the existing school. I remain concerned about logistics and impact to students / teachers.	The reuse of the gym will have associated costs for the reasons you mention. Many site options have been presented. Building behind the existing building has drainage impacts.
31	9/14/2020	Doug Gove	Slide 12 - Alt 2A Renovation Option Construction Phasing --- There is a big grade difference within the staging area and construction egress. Has this been accounted for.	Looking at grading.
32	9/14/2020	Doug Gove	General --- each of the Alternatives should have a category for Impact to Students / Teachers with pros and cons.	See pros and cons further developed at last meeting.
33	9/14/2020	Doug Gove	General --- has the site been programmed with respect to required parking spots and # and type of fields and whether we are going to provide lights on multiple fields? We seem to be providing what we already have. Also do we need 9 tennis courts? Why not add outdoor basketball courts. How many parking spots are needed for teachers, students, auditorium, gymnasium.	Site plans reflect current programming requests.
34	9/14/2020	Doug Gove	General --- consider upgrading the football field as an early milestone task. Installing turf early will allow it to be used more frequently during construction without impacting playing surface. Could we add a second multi-use turf field also to lessen impacts of field reductions?	Good point.

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35	9/14/2020	Doug Gove	Slide 13 – Don't agree with the Site / Access Pro that there is no disruption to the site. There will be a big disruption during construction. Also, this slide doesn't address the fact that a Con is that modular classrooms are required. Should also address the fact that hazardous building material abatement could significantly complicate and add to the cost.	Understood.
36	9/14/2020	Doug Gove	Slide 14 – Alt 3A – How would you get to the gymnasium? Where are the offices?	Under review.
37	9/14/2020	Doug Gove	Slide 15 – Alt 3A – a.What is the plan to relocate the sewer and water? Can you keep them active during construction? What is a plumbing utility – is this water and sewer? I wouldn't refer to it as a plumbing utility. b.Where is the existing gas line and is this impacted during construction? c.Does the temporary access account for the change in grade near the tennis courts?	TBD
38	9/14/2020	Doug Gove	Slide 16 – Alt 3A – Doesn't address the need to relocate the water and sewer lines. What does 1 or 2 expansion joints mean --- why is this even a con?	Civil has reviewed this. Will supply a plan.
39	9/14/2020	Doug Gove	General --- can I get more info on the large culvert that runs through the site? What is the origin? Are plans available? Has the hydrology been reviewed?	We have a survey that can be distributed.

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No.	Date	SSBC Member	Comment	P&W Response
40	9/14/2020	Doug Gove	Slide 17 – Alt 3B: a.what is the green dashed line on the plan --- is this the culvert relocation? b.Parking seems far away from the school c.Can softball and soccer fields be located where the old tennis courts were? Is there ledge there?	a) the green dashed line is pedestrian access. b) agreed as a Con. c) yes - ledge condition and significant grade change. Relocation related earthwork can be costly.
41	9/14/2020	Doug Gove	Slide 19 – Alt 3B: a.Wouldn't parking remote from school be a con also? b.Why is poor visibility from Franklin Street a Con? This shouldn't be a major design consideration and I hope this isn't driving the fact that there is only one new construction option that is not right in front of the existing school. c.Again --- what is expansion joint discussion as a Con --- I don't get it. d.Relocation of the drainage conduit a Con?	a) it could be a con. b)some people think visibility is important, others may not. We could stay more neutral. C) cost d) not a deal breaker
42	9/14/2020	Doug Gove	Slide 20 – Alt 4A: a.Doesn't appear to be adequate space for the stands for the football field. b.is adequate parking provided?	a) under review b) we will meet min. requirements.
43	9/14/2020	Doug Gove	Slide 21 – Alt 4A: a.Does the temp access road account for the change in grade? b.Does the temp construction access account for the change in grade?	a) grades will be considered in design b) grades will be accounted for.

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44	9/14/2020	Doug Gove	Slide 22 – Alt 4A: a.Does not account for relocation of the water and sewer during construction. b.Why is re-routing a stream an architecture item. Should be a site item.	noted and updated
45	9/14/2020	Doug Gove	Slide 23 – Alt 4B: Where are the stands for the football field?	not at that level of detail. Under review.
46	9/14/2020	Doug Gove	Slide 24 – Alt 4B: Does the temporary access road account for the change in grade near the softball fields?	Grades will be considered.
47	9/14/2020	Doug Gove	Slide 25 – Alt 4B: a.Site Con is relocation of the water / sewer. b.Re-routing of stream is a site item not architecture. c.Expansion joints?	noted and updated
48	9/14/2020	Doug Gove	Slide 28 – Alt 4C: a.Site Con is relocation of the water / sewer. b.Re-routing the stream is site item.	noted and updated
49	9/14/2020	Doug Gove	Slide 30 --- Alt 4D --- this should be the preferred alternative. Less impacts to field. Less impact to students and existing utilities.	In receipt.

Stoneham High School Feasibility Study
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No.	Date	SSBC Member	Comment	P&W Response
50	9/14/2020	Doug Gove	Slide 31: Alt 4D a.Site Pro's --- don't need to relocate water / sewer. Don't need to relocate the culverted stream ---- you can't have these as negatives on 1 slide and not view as a pro on another unless you are biased against this option. b.Site Pro's minimized impact to students / teacher. c.Site Pro's minimize impact to athletic fields during construction ---- how do we know that fields are not correct size if they haven't been programmed? d.Site Con --- again I have a problem with the view from Franklin Street being a Con unless the group is biased to that option. You listed it as a con under 2 different options.	a. noted and updated. b. In receipt c. the current soccer/ax, softball and baseball fields are undersized based on MIAA regulations d. In receipt
51	9/16/2020	Jeanne Craigie	Is it possible to have the landscape architect at our next meeting to answer a few specific questions regarding the field layouts?	yes, can you write your questions, please.
52	9/16/2020	Jeanne Craigie	I also wonder and realize it might not be feasible or popular but want to ask if what the cost would be to capture any land from where the Rocks are?	Committee should discuss.
53	9/16/2020	Jeanne Craigie	If the building is multi storied could we not have a flare on outside of the entrance way? The foot print would be smaller, construction would also I believe be more cost effective ... a concern I have is with an elongated building is passing time between classes in regard to Time and learning constraints , it seems a very long way to get from point A to point B.	Under consideration.
54	9/16/2020	Jeanne Craigie	The total renovation is a good number to use for public relations, it is so much more than a new build. I personally feel we need to sell the program and project in a way that gets us updated superior classroom spaces in conjunction with field space and indoor space for the entire community to use.	Recorded.

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No.	Date	SSBC Member	Comment	P&W Response
55	9/16/2020	Jeanne Craigie	Are we as a public entity constrained by set back lines? How many feet do we have on the sidelines on east side and west side of the site?	The Dover Amendment exempts 'nonprofit educational corporations' from certain zoning restrictions and build the facility it needs to provide the service. However, it may be subject to reasonable regulations concerning the bulk and height of structures. (https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVII/Chapter40A/Section3) Stoneham local zoning regulation requires an educational building to be 20ft setback from front and back of the property line, 13ft from the sides, and less than 55 feet in height. (https://www.stoneham-ma.gov/DocumentCenter/View/295/Dimensional-Regulations-PDF)
56	9/16/2020	Jeanne Craigie	My last concern is that parking will always be an issue, are we giving too much thought to parking? While every one loves close parking, people can walk up to the school. Other districts limit student parking. A cultural shift but doable. Perhaps, we need to think of removing the Long Island to create angular parking if that gets us more useable land on the site closer to building?	In receipt and under review.
57	9/16/2020	Jeanne Craigie	We have to work with the site we have, land in Stoneham is limited ... as much as I love the drive way perhaps repurpose that land since the school appears to be buried on the site without being able to be seen.	In receipt and under review.
58	9/24/2020	Jeanne Craigie	We need a map showing where the land is buildable or not.	The buildable area is bounded by the setback lines from the property boundary and the 100ft buffer zones from the wetlands. They are shown in each design option diagram.
59	9/24/2020	Jeanne Craigie	What if we took out the walkway lined with trees and put in angled parking? Leave some island out front and by school entrance does that give us more buildable land? Please be can walk obsessing over parking for convenience is not an option.	In receipt and under review.
60	9/24/2020	Jeanne Craigie	Also can those mothers rooms be eliminated and put in Medical suite?	In receipt and under review.

From: Wendy Smith <wasmith1492@gmail.com>
Sent: Friday, September 11, 2020 9:46 PM
To: SSBC@stoneham-ma.gov
Subject: High School Building Design

Hello,

First thank you all for your dedication to this project. I know how much time and energy it has taken out of your personal lives.

I just wanted to be on the record and add my two cents though my suggestion is quite a lot more than that.

With much talk about this new high school being a place for the community as well as an educational hub I really hope, whether you keep the old gym and add a new school, or build a new high school, I hope you will seriously consider some kind of indoor track configuration. I believe your design team included a track in their Billerica High Project so I know it can be done! I coached track at Somerville High School at their indoor track, a school currently undergoing their own school building project, so I've seen the benefits to that community first hand.

An indoor track is a great way to allow community use in the bad weather and provide a practice area not only for the track teams, but for all sports, including youth sports, non profit groups like relay for life, as well as people and students with all abilities and physical challenges. Just think if there was an indoor track facility the rec dept could offer a walking club for seniors etc...again including another community group that would benefit from this high school project. And before you say these folks can just walk around the gym, there is a completely different material and flooring system used for surfacing an indoor track versus a gym floor. These track surfaces are built to lessen shock and pressure on the body when the body is in motion unlike a gym floor that is a harder surface and not as forgiving. This track flooring benefits all but especially high school athletes in training by lessening the potential for injury.

I know how important it is to have community support for this project and once the kids graduate out of the system it's unlikely someone would go back to the high school so why support it. But folks do go up to the high school to walk or run laps at the outdoor track. I've done this as well. It would be great to be able to do this when the weather is bad even if it had to be scheduled through the recreation department as an open track night and bring the community back to the school in a positive way and show that this really is an entire community project and that every citizen was thought of during the design so this project very much worth supporting! I've even talked to a few folks and they too think an indoor track is a great idea.

They can see the long term benefits to the community and they know it comes with a price tag!

I really believe an indoor track would be a great asset and hope you consider this is your design.

Thank you,

Wendy A. Smith
 132 Park Street
 Stoneham, MA 02180
 781-325-3539

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COMMUNITY MEETING PRESENTATION

From: mmw <mmw@copper.net>
Sent: Wednesday, September 23, 2020 8:55 PM
To: SSBC Email
Cc: Parker, Raymie
Subject: Various

Thank you for the useful building/exterior presentation tonight.

There NEEDS to be one of equal content and quality about the interiors spaces & their uses.

Given Dr. Macero's comment about maintaining the culinary curriculum, will there be space for a community garden to source organic vegetables, fresh fruit and other produce for student breakfasts, lunches and local resident community dinners in a 'farm to table' manner?

Local resident gardeners could "rent" plots and with some diverse plantings, the season could extend from April through October. And the kindergarteners could be introduced to food from the earth rather than from the grocery shelves!

A covered heated area could be year round. Of course, that's not likely to happen. More important we give the athletes fake grass to burn their extremities on.....sigh.

On another note, Ms. Sampson is a dedicated advocate for "National History Day"....look it up, you will be amazed.

Students work on NHD projects for many months during the school year and are only given display space for a few days in the spring crammed into the library.

NHD needs to be celebrated on a continuing basis...so how about an area next to the existing museum of Stoneham artifacts that is available for students to design their projects, showcase their "works in progress", with access to all the media tools and activities like student & teacher workshops, distance learning, etc.

I utilized sports facilities as a Stoneham high school student (back in the dark ages). But as a resident I take umbrage at the total emphasis on sports to the detriment even, dare I say, discrimination against other activities and opportunities such as NHD.

Let's fix this shortcoming by designing the appropriate space for history and any other educational programs that receive short shrift because sports is so important in town!

Feel free to ignore my annoyance with the sports culture, but please consider my suggestions thoughtfully.

Marcia M Wengen
 56 Washington St

Sent from my T-Mobile 4G LTE Device

Perkins&Will

STONEHAM HIGH SCHOOL Building Committee Meeting

9.28.2020

AGENDA

- 1\ Community Forum Feedback
- 2\ Sustainable Design Update
- 3\ Educational Programming Update
- 4\ Design Alternatives and Phasing
- 5\ Cost Models Review
- 6\ Decision Making Matrix - VOTE



Aerial View of Stoneham High School

Perkins&Will | SMMA
Project Management

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Perkins&Will

Community Forum Feedback

Building Committee Meeting

Perkins&Will

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Educational Programming Shared Google documents

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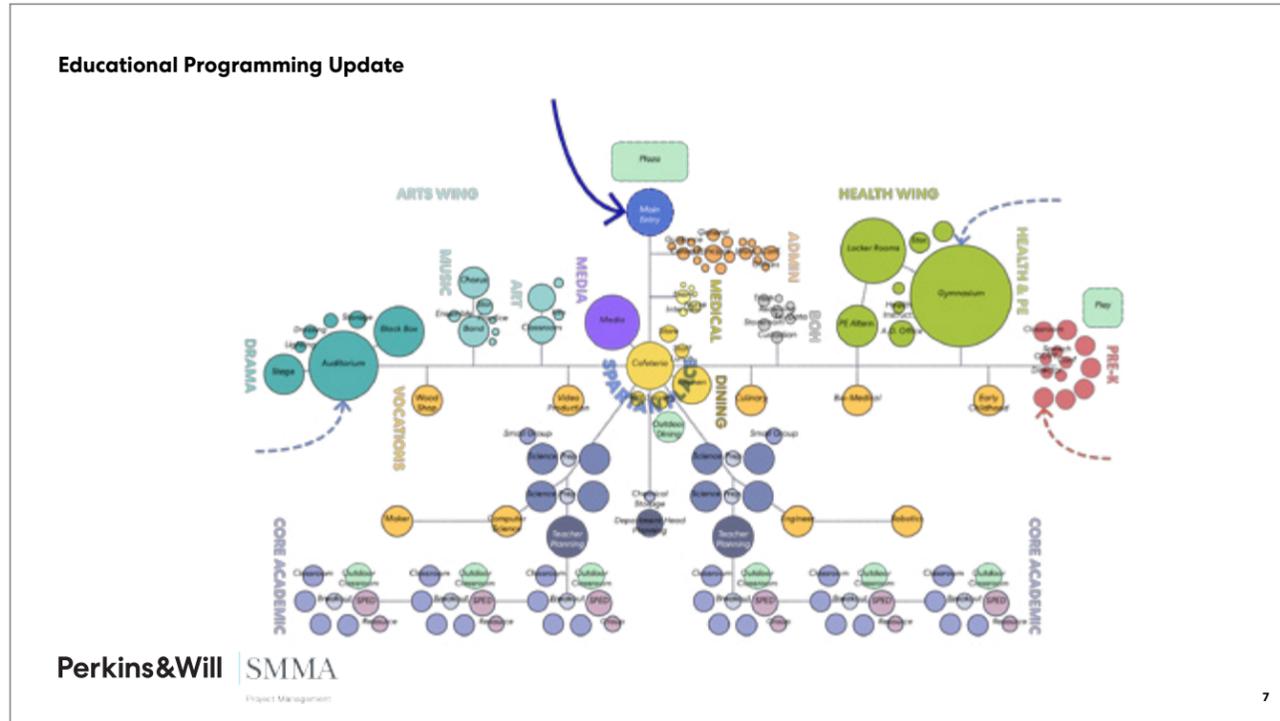
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COMMUNITY MEETING PRESENTATION



Educational Space Summary

Stoneham High School		PROPOSED		MSBA Guidelines (refer to MSBA Educational Program & Space Standard Guidelines)		
		Total		8,050		
SPECIAL EDUCATION						
<i>(List classrooms of different sizes separately)</i>						
Self-Contained SPED				950	5	4,750
Self-Contained SPED Toilet				60	5	300
Resource Room: 2 assessment centers (3-4 people) @150sf, 2General CR @900sf (divider)	2,100	1	2,100	500	3	1,500
Small Group Room				500	3	1,500
RISE Life Skills: 2 CR @ 900 sf, 150sf Toilet betw een RISE and STRIDE	1,950	1	1,950			
RISE Life Skills (Rise 1 & Rise 2)						
STRIDE Social Emotional Learning						
STRIDE SEL: 1 CR @ 900, (partition) 2 offices @ 150, (suite w th common area connect to CR)	1,050	1	1,050			
STRIDE Office						
Central Office						
Speech and Language: 1 CR (half size) @ 450 sf, 1 Office @ 150 sf (near Rise)	600	1	600			
OT/PT: 1 CR @ 650 sf	650	1	650			
Common Planning Area						
Language Based: 2 CR (half size) @ 450 sf (operable w all betw een)	450	2	900			
ESL Services: 1 CR (full size) @ 900 sf	900	1	900			
Offices: School Adjustment Counselor, School Psych., SPED Transition Coordinator/SPED Office	150	4	600			
ELL						
			5,380			6,625
ART & MUSIC						
Art Classroom - 25 seats w th Ceramics	1,200	1	1,200	1,200	2	2,400
Art Workroom w / Storage & kiln	150	2	300	150	2	300
Art Room w th divider	1,500	1	1,500			
Art Dark Room						
Band - 50 - 100 seats	1,500	1	1,500	1,500	1	1,500
Chorus - 50 - 100 seats				1,500	1	1,500
Ensemble- Practice	200	1	200	200	1	200
Music Practice	75	2	150	75	3	225
Music Storage	500	1	500	500	1	500
Graphic -Digital Art/ Media Lab (see Video Production)						

Educational Space Summary

Stoneham High School		PROPOSED			MSBA Guidelines (refer to MSBA Educational Program & Space Standard Guidelines)		
ROOM TYPE		ROOM NFA ¹	# OF RMS	area totals	ROOM NFA ¹	# OF RMS	area totals
CORE ACADEMIC SPACES				41,390			32,890
<i>(List classrooms of different sizes separately)</i>							
Classroom - General		900	23	20,700	850	23	19,550
Classroom - General							
Classroom - General							
Classroom - General							
Collaboration Space per neighborhood		500	6	3,000			
Teacher Planning		100	23	2,300	100	23	2,300
Small Group Seminar (20-30 seats)		500	2	1,000	500	2	1,000
Science Classroom/ Lab (labs that are multi-functional to utilize all science rooms-typical MSBA)		1,440	6	8,640	1,440	6	8,640
Prep Room		200	6	1,200	200	6	1,200
Department Office							
Department Office							
Central Chemical Storage Rm		200	1	200	200	1	200
Department Head Planning Area (Max 8)		700	1	700			
(ELA, Math, Science, World Lang, History, Fine Arts, Spec. Ed, technology)							
Book Storage (6,000 books) near Department Head Planning Area		500	1	500			
Bio Medical: Project Lead the Way (see vocational)							
World Language Lab							
Interdisciplinary Project and Performance Room (2,000 sf)		2,000	1	2,000			
Health Classroom		850	1	850			
Huddle Rooms for Quiet Space		50	6	300			

Educational Space Summary

Stoneham High School		PROPOSED		MSBA Guidelines (refer to MSBA Educational Program & Space Standard Guidelines)		
		Total		7,200		
VOCACTIONS & TECHNOLOGY						
Technology/Engineering Rooms: Computer -Draft				1,440	5	7,200
Engineer Lab (exist) New combine Maker, Eng, Robotics, Scene Shop (clean, dirty, fab lab)	2,800	1	2,800			
Engineering Rooms: Computer -Draft/ Project Lead the Way	1,440	1	1,440			
Technology Shop: Child Development						
Technology Shop: Fashion Lab / Child Development						
Technology Shop: Culinary	1,440	1	1,440			
Wood-Scene Shop/Theater Arts (in Engineer Lab line 52)						
Video Production (25 computers edit/ graphics, pod cast, studio w th green screen, graphic art, str	2,000	1	2,000			
Computer Science/ Bio-Medical- Project Lead the Way	1,440	1	1,440			
			28,100			20,092
HEALTH & PHYSICAL EDUCATION						
Gymnasium w th Gymnastics (70' valut, beam, matt , uneven bars, track)	16,000	1	16,000	12,000	1	12,000
Gymnastics Storage	300	1	300			
PE Alternatives- Fitness, Conditioning, Strength	3,000	1	3,000	3,000	1	3,000
Athletics Storeroom (indoor track, high jump, BB Scoring, chairs)	500	1	500	300	1	300
PE Locker Rooms - 1 Male / 1 Female w / Toilets (50-60 stud.)	1,100	2	2,200	3,892	1	3,892
Phys. Ed. Storage	400	1	400	500	1	500
Athletic Director's Office, Secretary, Conference Area	400	1	400	150	1	150
Health Instructor's Office w / Shower & Toilet				250	1	250
Team Room (male 170 large lockers w / toilets showers)	1,150	1	1,150			
Team Room (female 180 regular lockers w / toilets show ers)	1,150	1	1,150			
PE Office Male and Female (2 staff each)	250	2	500			
Male Athletic Coaches (1 -off/ 8 coaches) show er+toilet	300	1	300			
Female Athletic Coaches (2 offices/ 3 coaches) toilet + Show er	300	1	300			
Training Room w / storage	700	1	700			
Equipment Room, laundry, store sports equip. storage	1,200	1	1,200			
Team Meeting Rooms (60 students)						
Officials Room						
Ticketing						

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Building Committee Meeting

Committee Questions/Response

(most response is incorporated in the design option diagrams)



Committee Questions/Response
September 14 2020 Meeting Minutes

Additional cost to construct a new Gymnasium the same size as the existing Gymnasium.

- Existing Gymnasium is 12,000sf
- New Gymnasium is estimated to cost \$550/sf
- A new 16,000sf Gymnasium would cost about **\$2.2M** more than a new 12,000sf Gymnasium



Committee Questions/Response
September 14 2020 Meeting Minutes

Considerations of renovating the existing Gymnasium vs constructing a new Gymnasium.

- Renovation costs less than new construction (existing structure/systems to upgrade/remain)
- Larger gym than MSBA reimbursable program template
- Area of the new gym exceeding MSBA template will be paid for by the Town of Stoneham
- Structural reinforcements required
- Exterior brick and Kalwall façades replacement needed to meet energy goals
- Limited future expansion possibility



Building Committee Meeting

Design Options



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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Design Options Summary

CODE UPGRADE	RENOVATION	RENOVATION ADDITION	NEW CONSTRUCTION
<ul style="list-style-type: none"> • NO Educational upgrades • Code Upgrades • System Upgrades • Exterior Envelope Repairs • Interior Repairs • No Sitework 	<ul style="list-style-type: none"> • Option 2 	<ul style="list-style-type: none"> • Option 3A1 • Option 3A2 • Option 3B 	<ul style="list-style-type: none"> • Option 4A1 • Option 4A2 • Option 4A3 • Option 4B • Option 4C

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Building Committee Meeting

Renovation Only Option 2

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3.1.6 PRELIMINARY EVALUATION OF OPTIONS

Committee Questions/Response
August 31 2020 Meeting Minutes

Cost the relocation of the existing utilities during construction for options of building in front of the existing Stoneham High School.

- Water and Sewer: reroute
- Gas: follow water line
- Electricity: overhead with poles
- Phasing Cost: \$500,000

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Renovation Option 2

- **Pros:**
 - Least disruption to site (still substantial)
 - Adequate square footage
 - Re-use existing structure
- **Cons:**
 - Lengthy Occupied phased construction (longer construction duration)
 - Difficult to meet ZNE goal
 - Highly disruptive to building users during construction
 - Requires Modular Classrooms
 - Hazardous abatement in occupied building

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

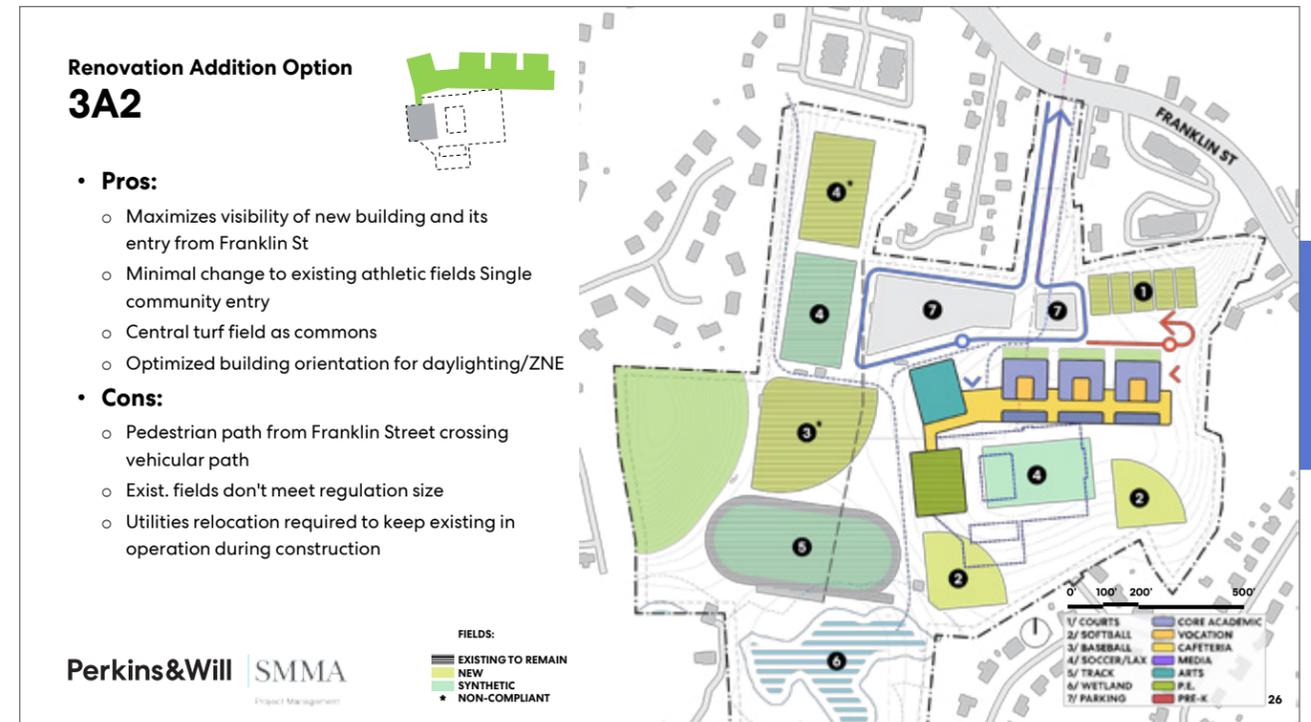
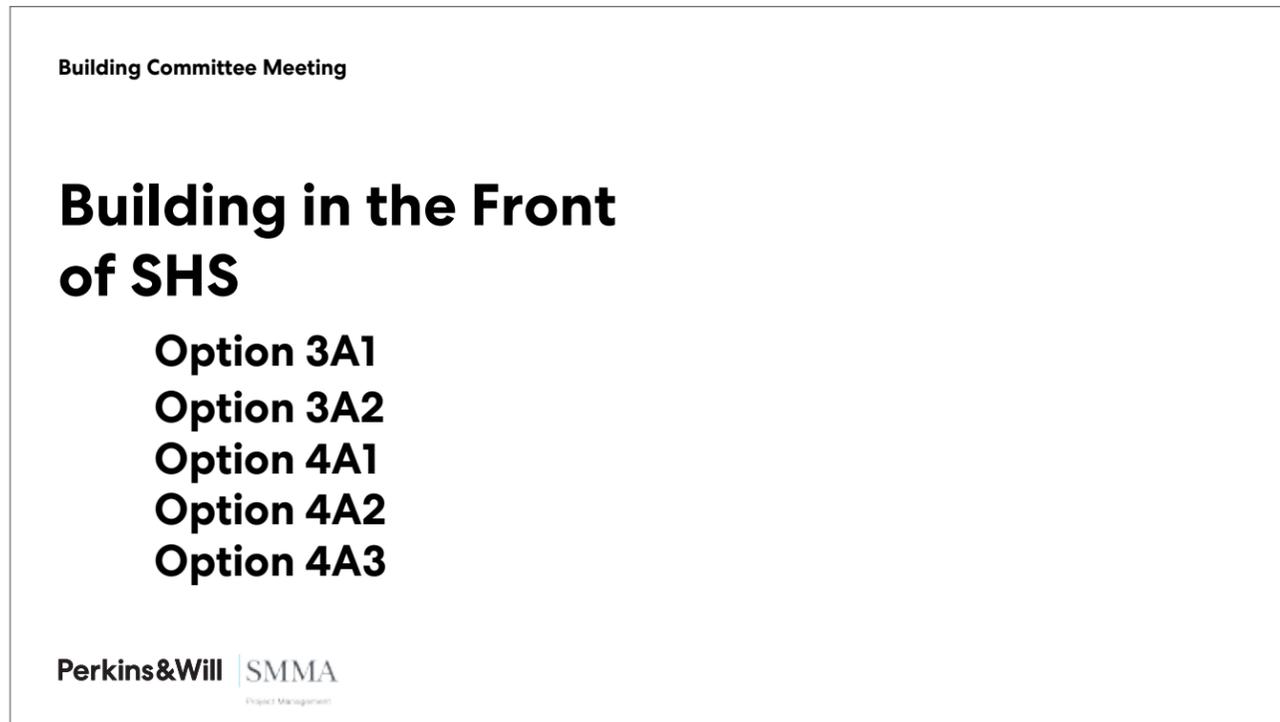
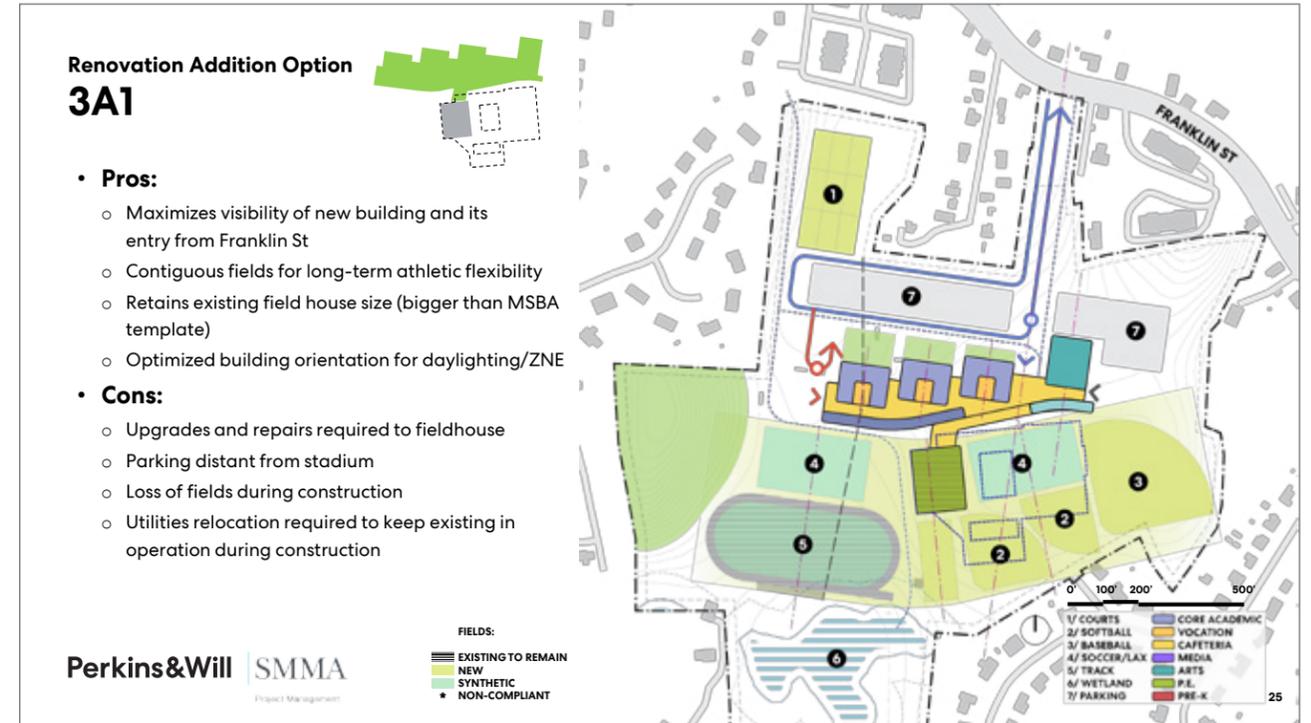
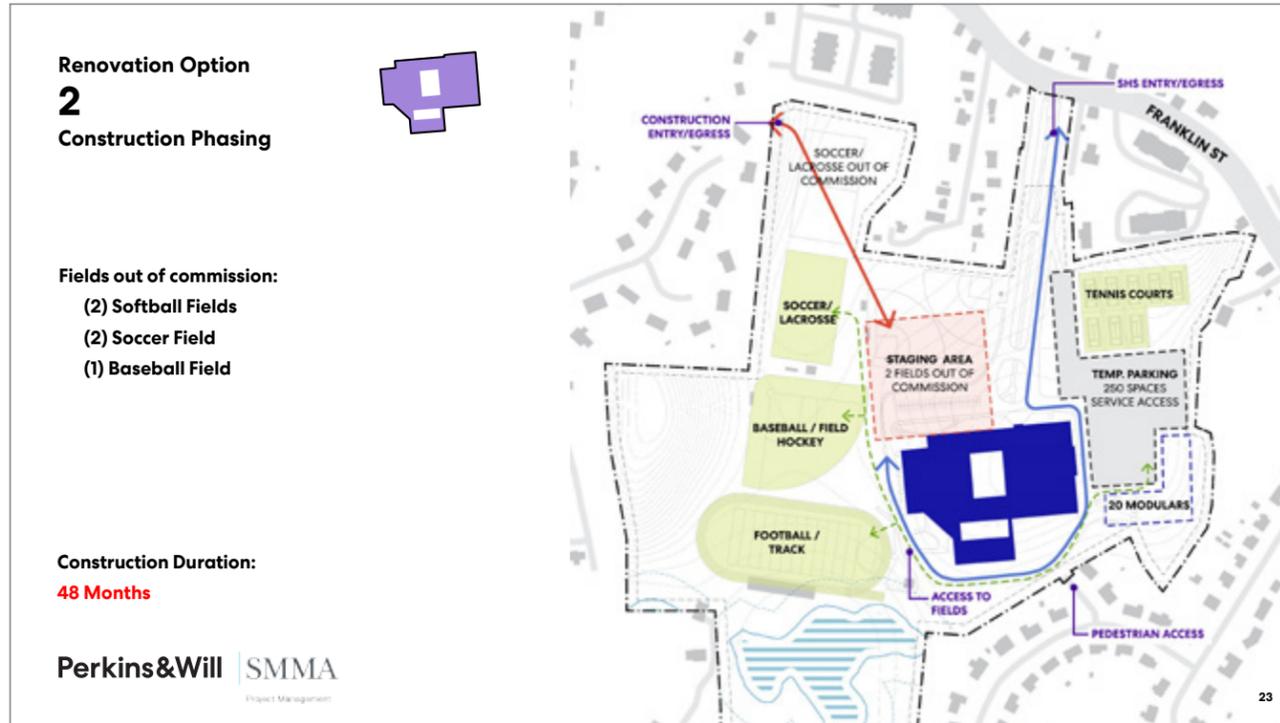


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COMMUNITY MEETING PRESENTATION

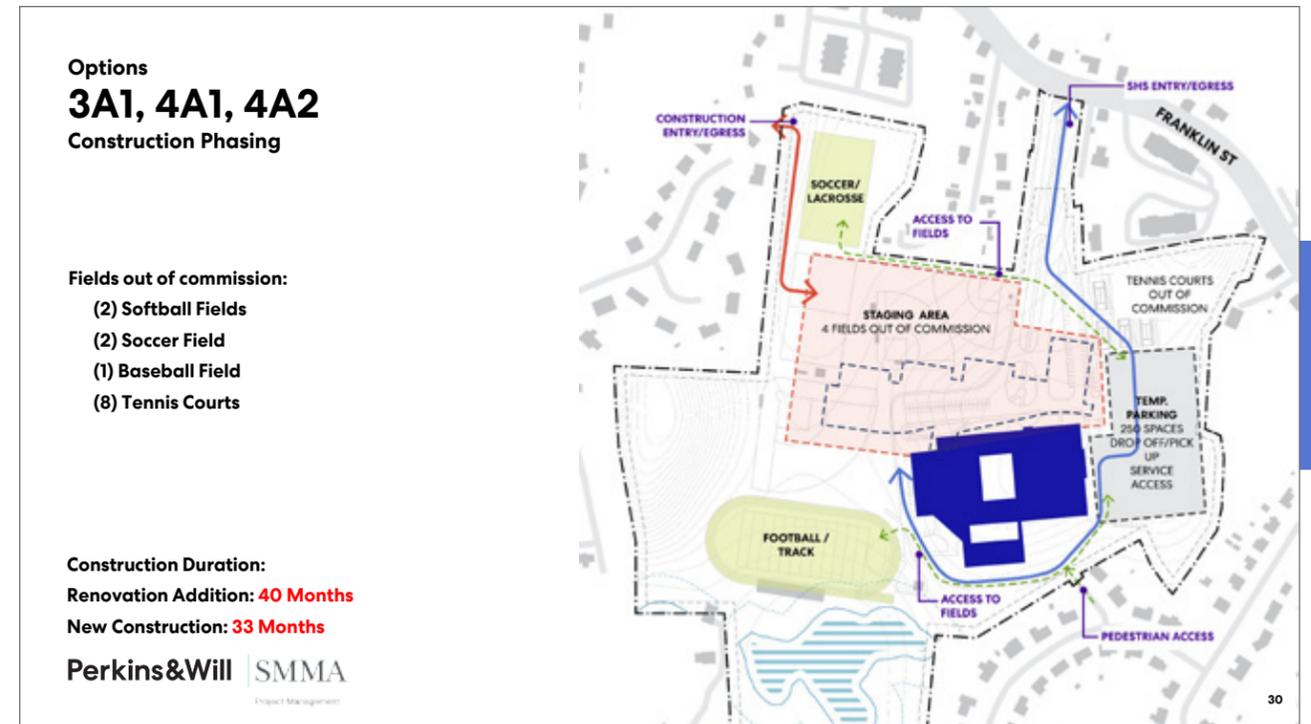
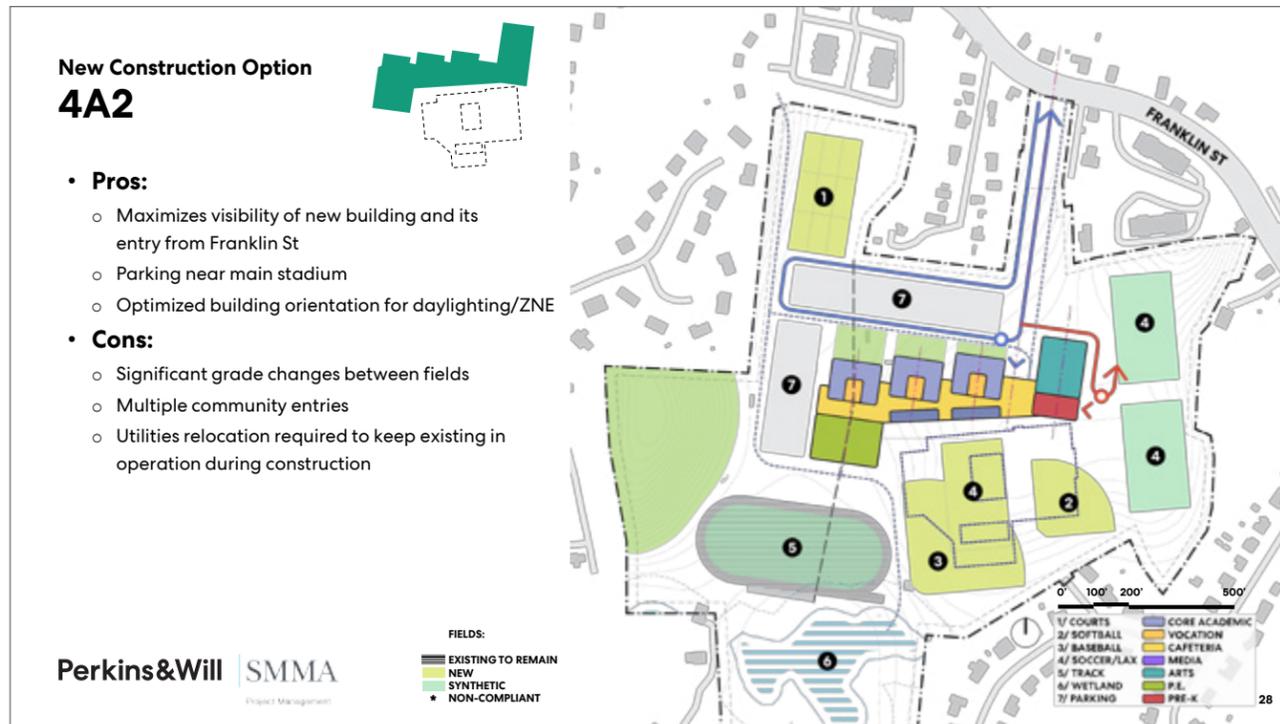
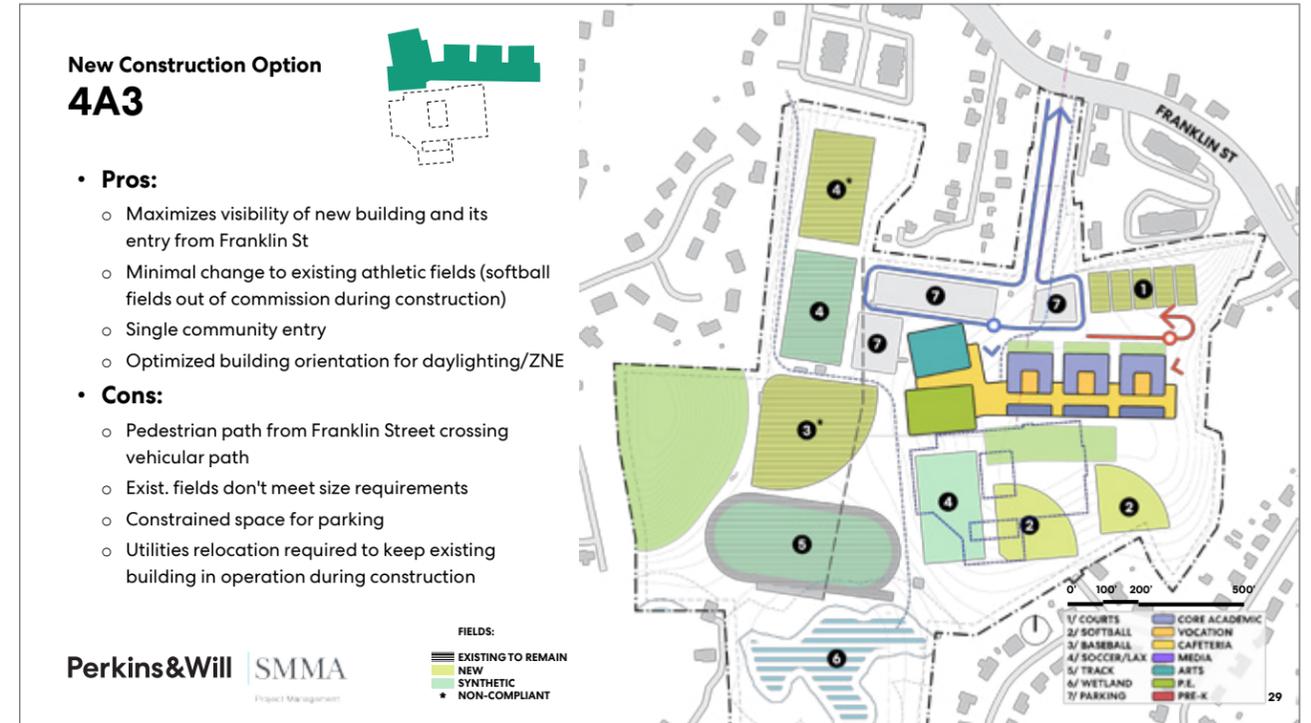
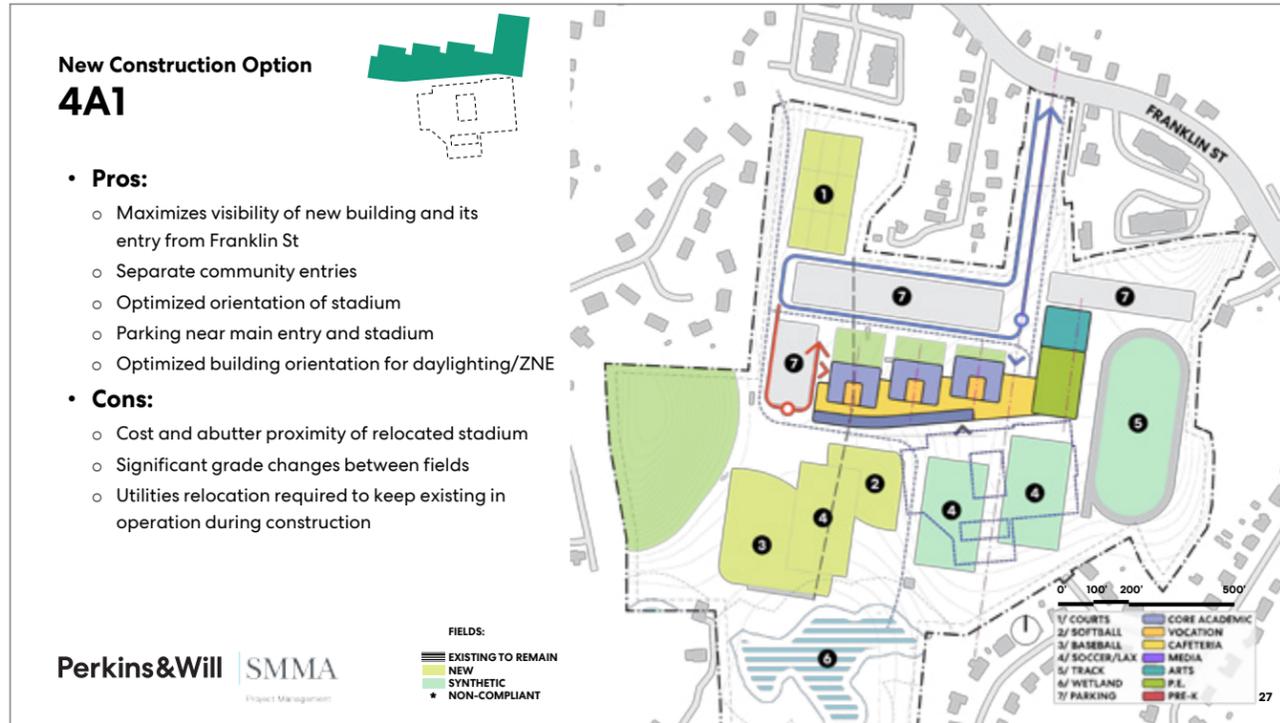


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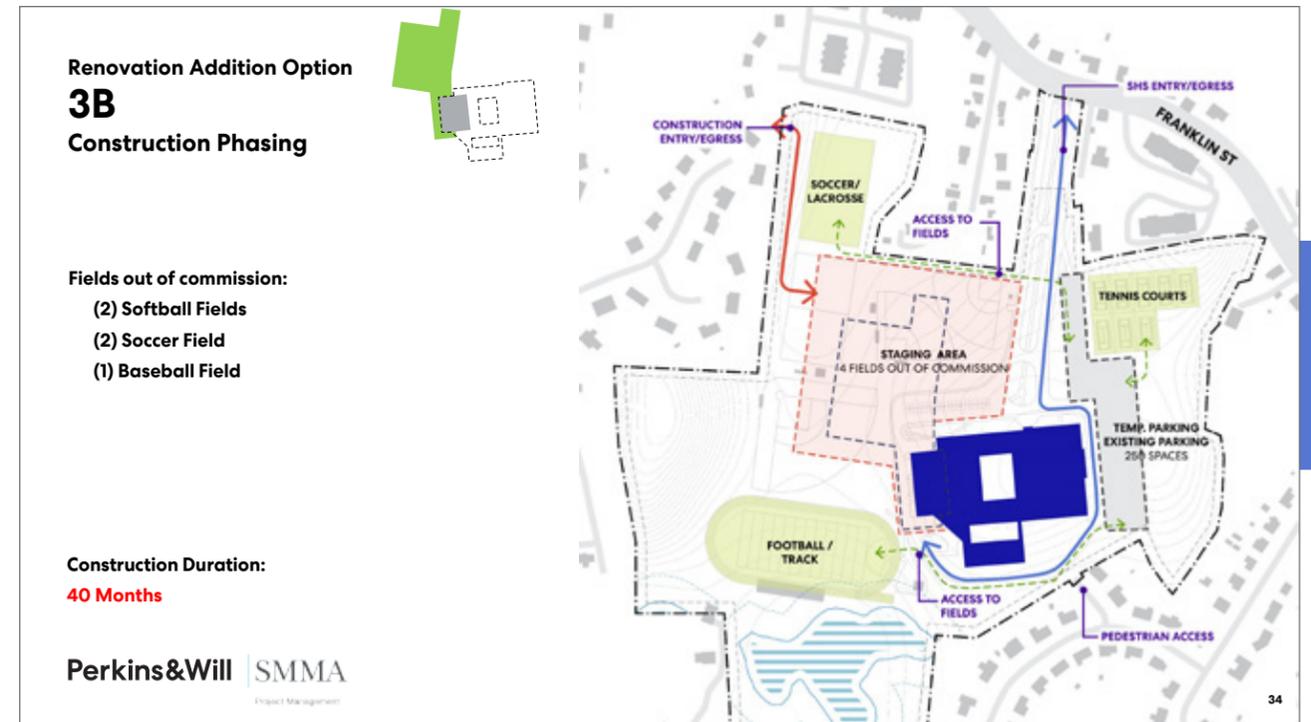
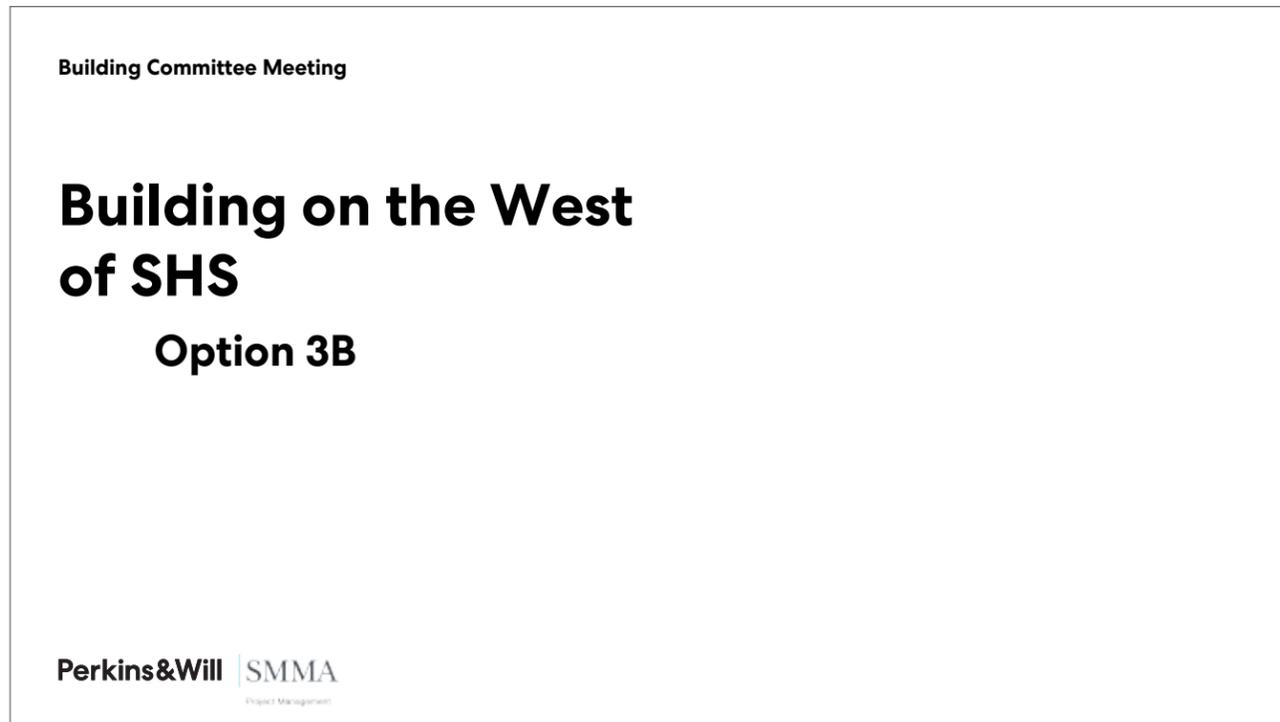
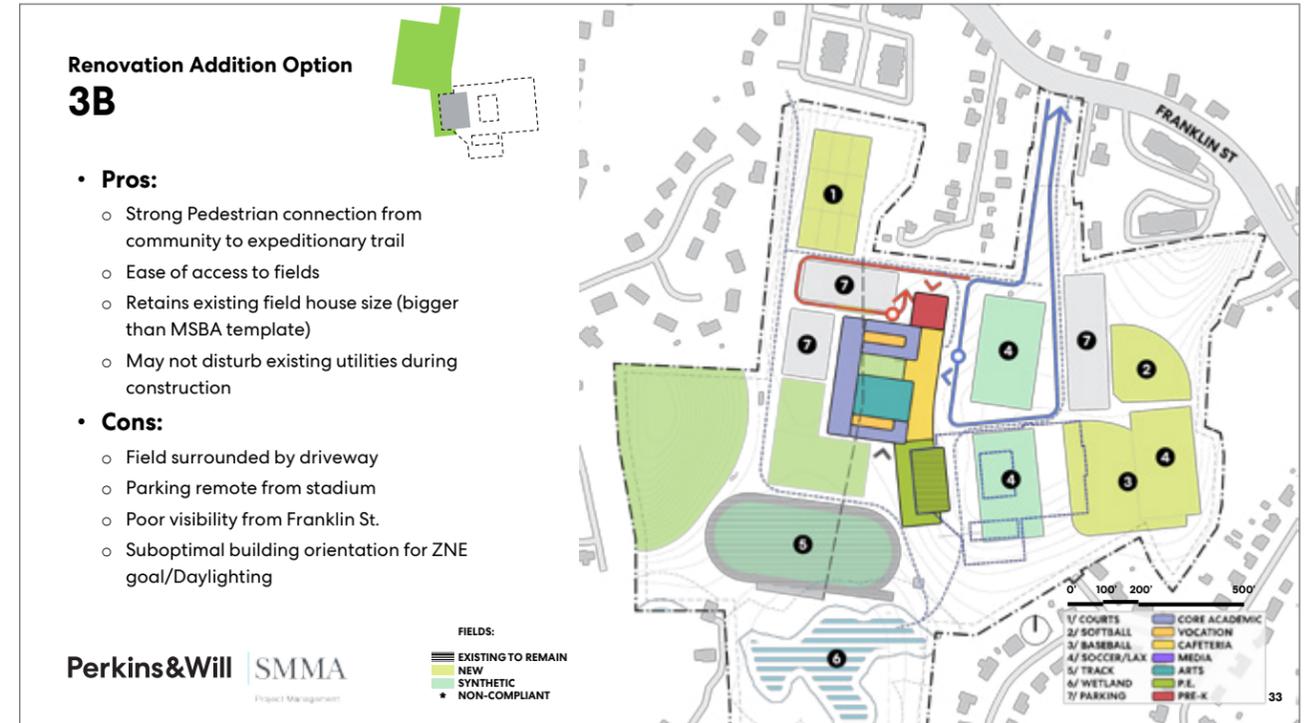
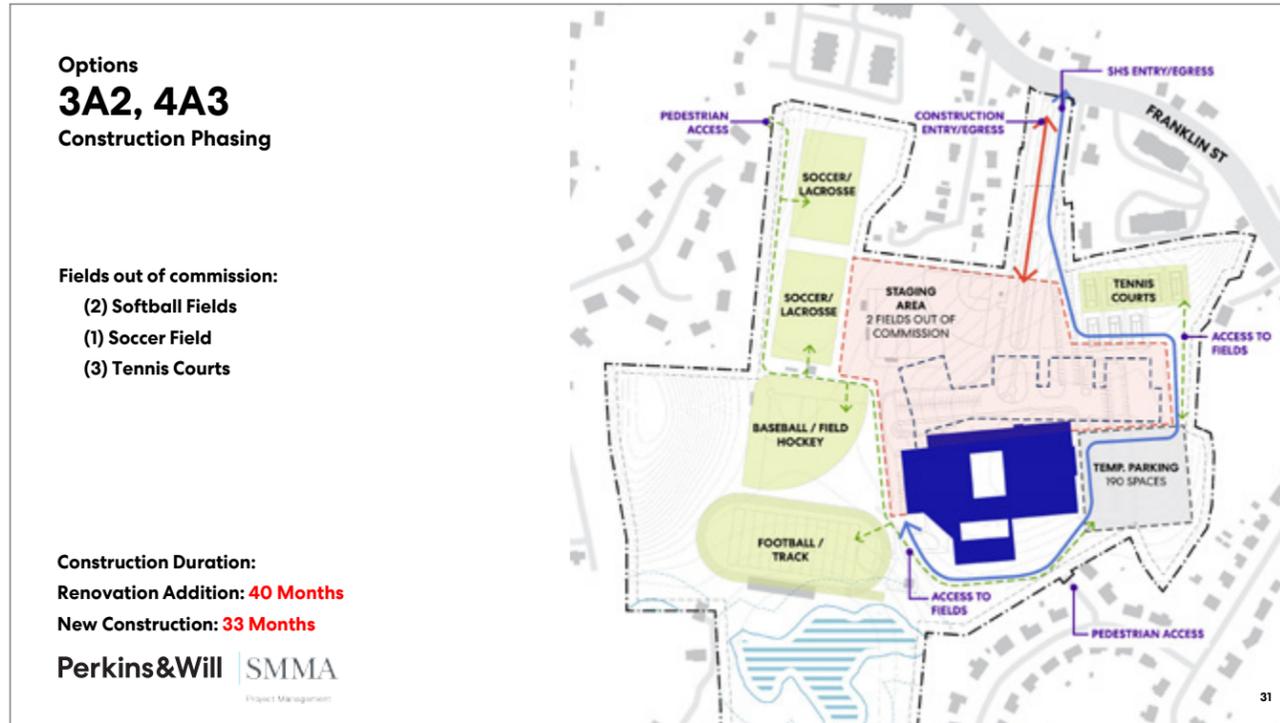


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COMMUNITY MEETING PRESENTATION

Building Committee Meeting

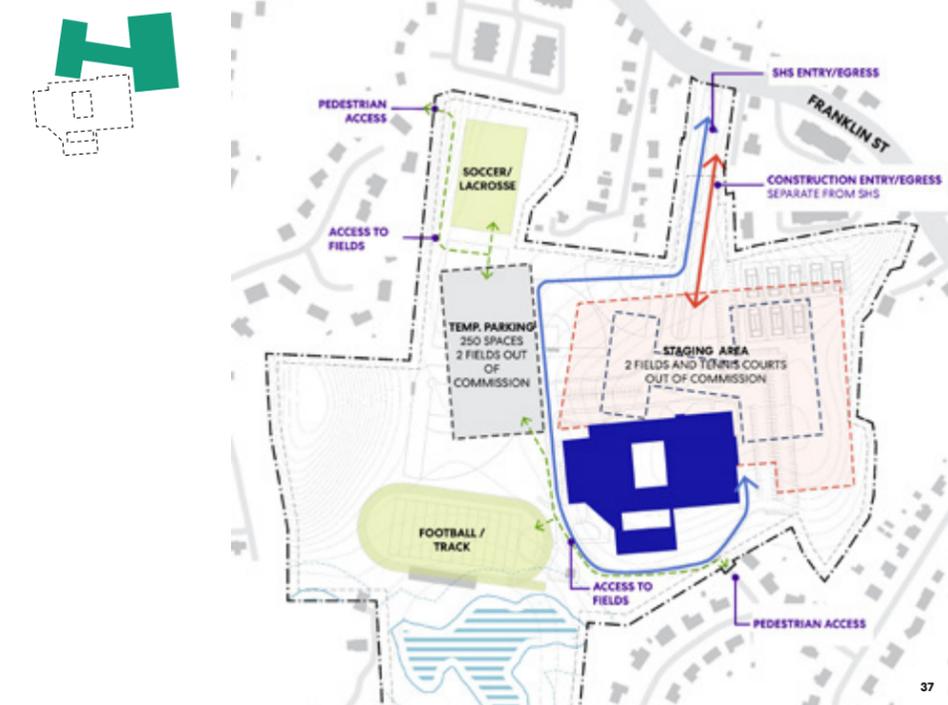
Building on the East of SHS

Option 4B
Option 4C



New Construction Option 4B

Construction Phasing



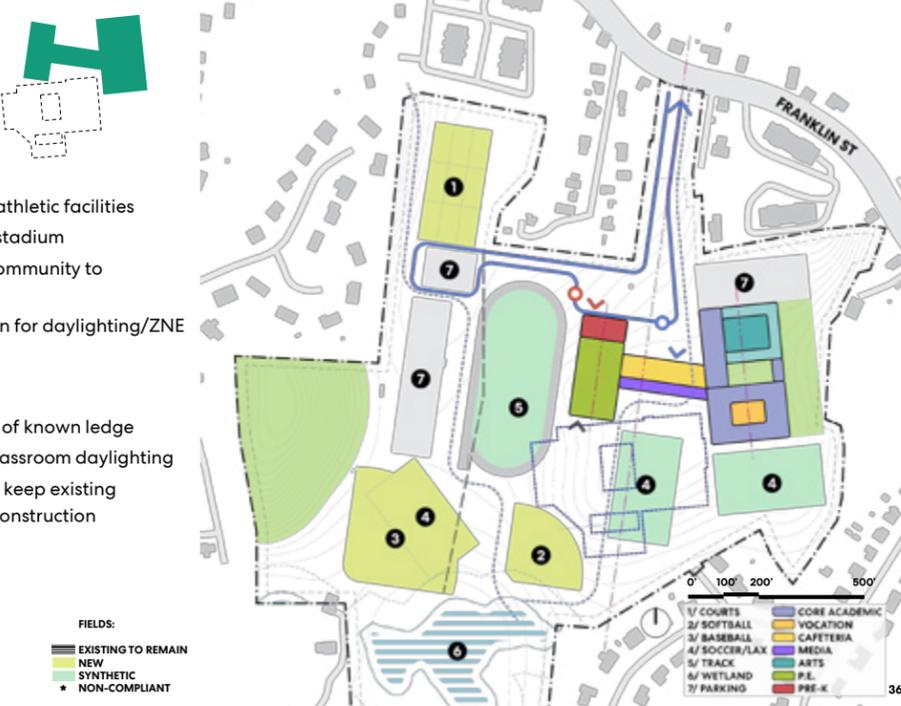
Fields out of commission:
(2) Softball Fields
(8) Tennis Courts
(2) Soccer Field
(1) Baseball Field

Construction Duration:
33 Months



New Construction Option 4B

- Pros:**
 - Optimized orientation of ALL athletic facilities
 - Parking near main entry and stadium
 - Pedestrian connection from community to expeditionary trail
 - Optimized building orientation for daylighting/ZNE
- Cons:**
 - Cost of relocated stadium
 - Building encroaches on areas of known ledge
 - Sub-optimal orientation for classroom daylighting
 - Utilities relocation required to keep existing building in operation during construction



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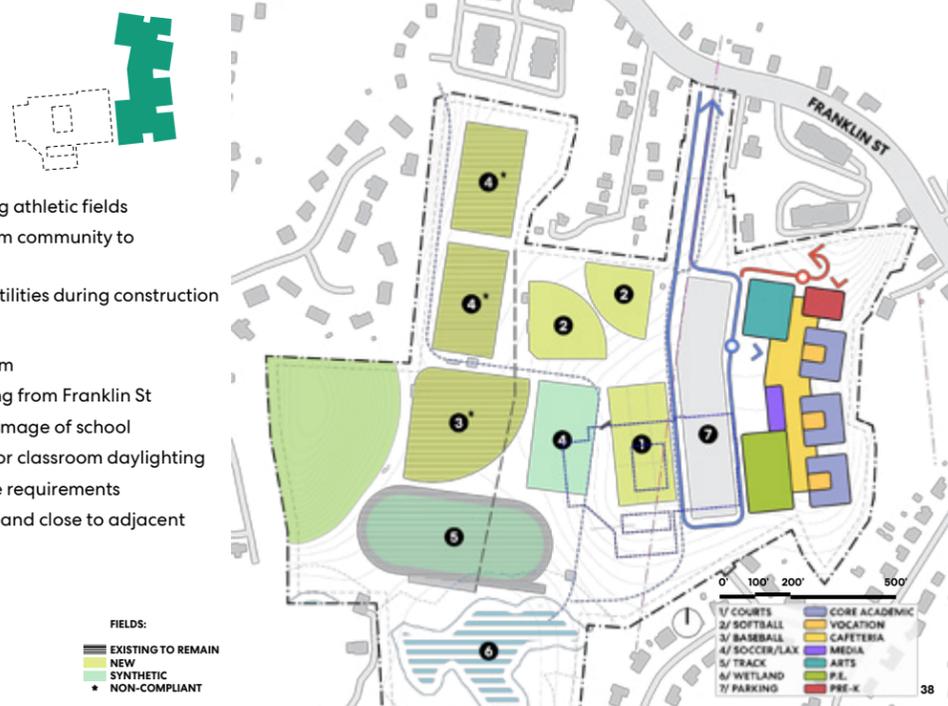
FIELDS:
 ■ EXISTING TO REMAIN
 ■ NEW
 ■ SYNTHETIC
 ★ NON-COMPLIANT

1/ COURTS
2/ SOFTBALL
3/ BASEBALL
4/ SOCCER/LAX
5/ TRACK
6/ WETLAND
7/ PARKING

■ CORE ACADEMIC
■ VOCATION
■ CAFETERIA
■ MEDIA
■ ARTS
■ P.E.
■ PRE-K

New Construction Option 4C

- Pros:**
 - Minimal change to existing athletic fields
 - Pedestrian connection from community to expeditionary trail
 - May not disturb existing utilities during construction
- Cons:**
 - Parking away from stadium
 - No visibility of new building from Franklin St
 - Parked cars present poor image of school
 - Sub-optimal orientation for classroom daylighting
 - Exist. fields don't meet size requirements
 - Building is on top of ridge and close to adjacent homes (scale)



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FIELDS:
 ■ EXISTING TO REMAIN
 ■ NEW
 ■ SYNTHETIC
 ★ NON-COMPLIANT

1/ COURTS
2/ SOFTBALL
3/ BASEBALL
4/ SOCCER/LAX
5/ TRACK
6/ WETLAND
7/ PARKING

■ CORE ACADEMIC
■ VOCATION
■ CAFETERIA
■ MEDIA
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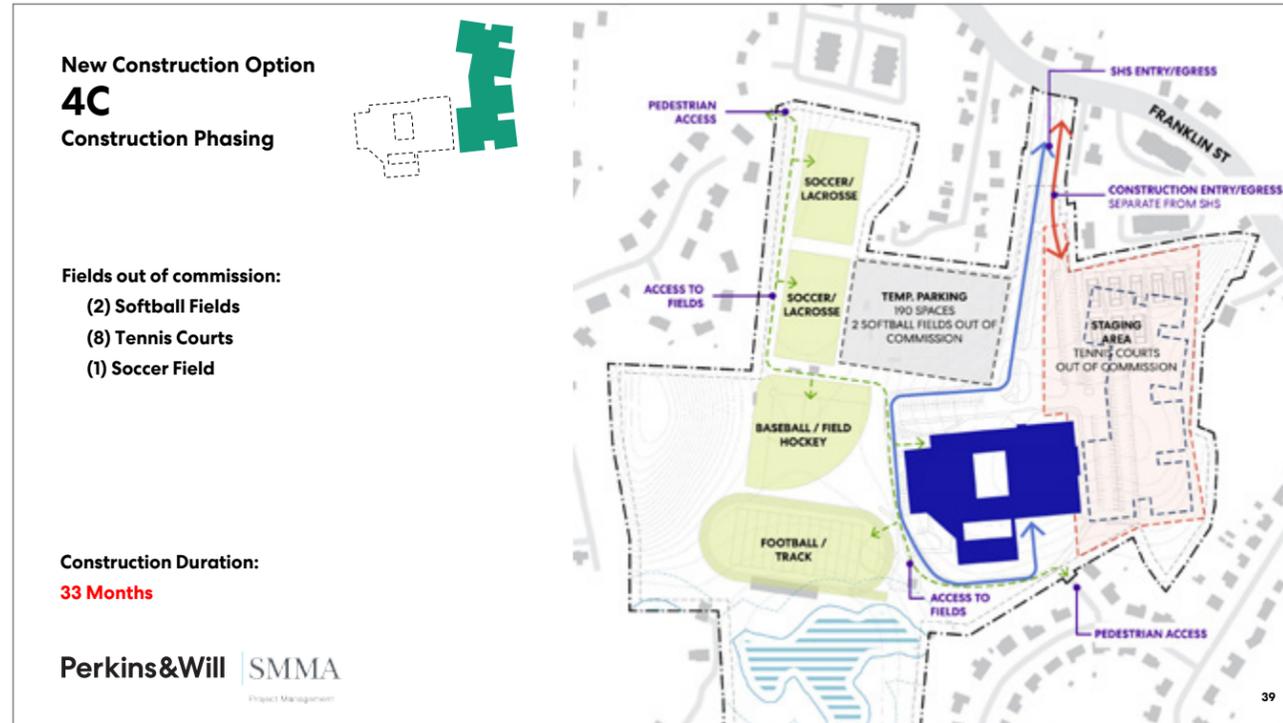
INITIAL SPACE SUMMARY 3.1.3

EVALUATION OF EXISTING CONDITIONS / BUILDING 3.1.4

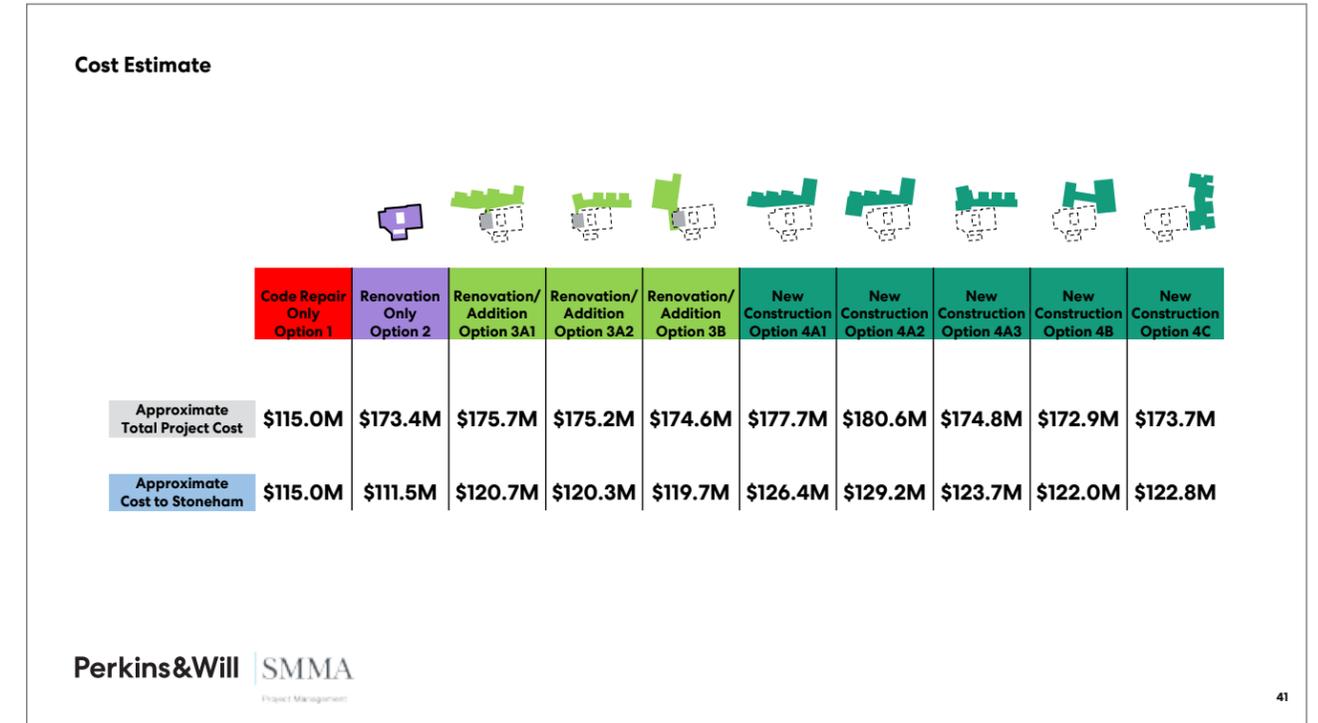
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COMMUNITY MEETING PRESENTATION



COMMUNITY MEETING PRESENTATION



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Cost Estimate Review

Building Committee Meeting

Scope Included in All Options

- Building Size – 204,000sf
- Suspended Running Track in Gymnasium
- Geoexchange Wells for EUI 25
- Triple-Glazed Windows and Curtainwall for EUI 25
- Robust Building Envelope Insulation
- Traffic Signal and Intersection Work at Stevens/Franklin
- Traffic Signal at Franklin/School Entry Drive
- Two Synthetic Turf Soccer Fields with Lighting
- Synthetic Turf Football Field with Lighting
- New Track and Bleachers at Football Field
- Reconstructing Natural Turf Baseball, Softball and Soccer Fields
- Reconstructing Tennis Courts
- Underground 36" Culverted Stream Work

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COMMUNITY MEETING PRESENTATION

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Let's collect your thoughts on the design options presented !

Building Committee Meeting

COMMUNITY MEETING PRESENTATION

Design Options Summary

CODE UPGRADE	RENOVATION	RENOVATION ADDITION	NEW CONSTRUCTION
<ul style="list-style-type: none"> • NO Educational upgrades • Code Upgrades • System Upgrades • Exterior Envelope Repairs • Interior Repairs • No Sitework 	<ul style="list-style-type: none"> • Option 2 	<ul style="list-style-type: none"> • Option 3A1 • Option 3A2 • Option 3B 	<ul style="list-style-type: none"> • Option 4A1 • Option 4A2 • Option 4A3 • Option 4B • Option 4C

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3.1.5 SITE DEVELOPMENT REQUIREMENTS

3.1.6 PRELIMINARY EVALUATION OF OPTIONS

Rating the Options

	Compliance Factors											Total
	Ed Program Compliance	Traffic: Queuing, Site Circulation, Parking	Parking, proximity to stadium/fields	Stadium/fields/ lights neighborhood impact	Construction access impacts	Phasing Complexity	Existing field preservation	Optimized construction schedule	ZNE achievability	Civic presence	Reuse of Gymnasium	
Renovation Option 2	○	○	○	○	○	○	○	○	○	○	○	○
Renovation Addition Option 3A1	○	○	○	○	○	○	○	○	○	○	○	○
Renovation Addition Option 3A2	○	○	○	○	○	○	○	○	○	○	○	○
Renovation Addition Option 3B	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4A1	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4A2	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4A3	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4B	○	○	○	○	○	○	○	○	○	○	○	○
New Construction Option 4C	○	○	○	○	○	○	○	○	○	○	○	○

● Fulfills expectations/minimal impact(3)
○ Neutral(2)
○ Fails expectations/significant impact(1)

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Activity

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Rating the Options

	Compliance Factors											
	Ed Program Compliance	Traffic: Queuing, Site Circulation, Parking	Parking, proximity to stadium/ fields	Stadium/fields/ lights neighborhood impact	Construction access impacts	Phasing Complexity	Existing field preservation	Optimized construction schedule	ZNE achievability	Civic presence	Reuse of Gymnasium	Total
Renovation Option 2	0	0	0	0	0	0	0	0	0	0	0	0
Renovation Addition Option 3A1	0	0	0	0	0	0	0	0	0	0	0	0
Renovation Addition Option 3A2	0	0	0	0	0	0	0	0	0	0	0	0
Renovation Addition Option 3B	0	0	0	0	0	0	0	0	0	0	0	0
New Construction Option 4A1	0	0	0	0	0	0	0	0	0	0	0	0
New Construction Option 4A2	0	0	0	0	0	0	0	0	0	0	0	0
New Construction Option 4A3	0	0	0	0	0	0	0	0	0	0	0	0
New Construction Option 4B	0	0	0	0	0	0	0	0	0	0	0	0
New Construction Option 4C	0	0	0	0	0	0	0	0	0	0	0	0

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Discussion

Building Committee Meeting

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Which options should we move forward into the PSR Phase ?

Building Committee Meeting

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Stoneham High School Feasibility Study
Preliminary PDP Total Project Cost Estimate Comparison
9/25/2020



DRAFT

PM&C Estimate
Dated 9/25/20

SF	Option	Project Costs	Project Cost/SF	
208,113	Repairs Only Option 1	Construction Cost	\$88,047,467	
		Building Cost	\$78,183,395	
		Site Cost	\$3,795,310	
		Concession/Locker Room Building	\$0	
		Demo/HazMat Cost	\$6,068,762	
		Temporary Classroom Modulares	\$5,600,000	
		Fees,Testing, Utilities, and Expenses	\$15,156,408	
		FFE/Technology	\$0	
		Contingencies	\$6,163,323	
		total	\$114,967,198	\$552
208,113	Renovation Only Option 2	Construction Cost	\$134,079,253	
		Building Cost	\$101,123,150	
		Site Cost	\$24,824,019	
		Concession/Locker Room Building	\$2,250,000	
		Demo/HazMat Cost	\$5,882,084	
		Temporary Classroom Modulares	\$5,600,000	
		Fees,Testing, Utilities, and Expenses	\$22,036,949	
		FFE/Technology	\$2,502,000	
		Contingencies	\$9,228,048	
		total	\$173,446,250	\$833
204,107	Renovation/Addition Option 3A1	Construction Cost	\$140,595,661	
		Building Cost	\$103,219,553	
		Site Cost	\$28,283,536	
		Concession/Locker Room Building	\$2,250,000	
		Demo/HazMat Cost	\$6,842,572	
		Fees,Testing, Utilities, and Expenses	\$22,916,664	
		FFE/Technology	\$2,502,000	
		Contingencies	\$9,684,196	
		total	\$175,698,521	\$861
		204,107	Renovation/Addition Option 3A2	Construction Cost
Building Cost	\$102,795,319			
Site Cost	\$28,287,704			
Concession/Locker Room Building	\$2,250,000			
Demo/HazMat Cost	\$6,843,580			
Fees,Testing, Utilities, and Expenses	\$22,860,091			
FFE/Technology	\$2,502,000			
Contingencies	\$9,654,862			
total	\$175,193,556			\$858
204,107	Renovation/Addition Option 3B			Construction Cost
		Building Cost	\$102,630,964	
		Site Cost	\$27,935,196	
		Concession/Locker Room Building	\$2,250,000	
		Demo/HazMat Cost	\$6,844,830	
		Fees,Testing, Utilities, and Expenses	\$22,790,484	
		FFE/Technology	\$2,502,000	
		Contingencies	\$9,618,769	
		total	\$174,572,243	\$855

Stoneham High School Feasibility Study
Preliminary PDP Total Project Cost Estimate Comparison
9/25/2020



DRAFT

PM&C Estimate
Dated 9/25/20

SF	Option	Project Costs	Project Cost/SF	
204,107	New Construction Option 4A1	Construction Cost	\$142,240,068	
		Building Cost	\$105,226,285	
		Site Cost	\$28,032,410	
		Concession/Locker Room Building	\$2,250,000	
		Demo/HazMat Cost	\$6,731,373	
		Fees,Testing, Utilities, and Expenses	\$23,138,659	
		FFE/Technology	\$2,502,000	
		Contingencies	\$9,799,305	
		total	\$177,680,032	\$871
		204,107	New Construction Option 4A2	Construction Cost
Building Cost	\$107,694,886			
Site Cost	\$28,013,560			
Concession/Locker Room Building	\$2,250,000			
Demo/HazMat Cost	\$6,726,847			
Fees,Testing, Utilities, and Expenses	\$23,468,765			
FFE/Technology	\$2,502,000			
Contingencies	\$9,970,471			
total	\$180,626,529			\$885
204,107	New Construction Option 4A3			Construction Cost
		Building Cost	\$102,795,502	
		Site Cost	\$28,051,645	
		Concession/Locker Room Building	\$2,250,000	
		Demo/HazMat Cost	\$6,735,992	
		Fees,Testing, Utilities, and Expenses	\$22,813,724	
		FFE/Technology	\$2,502,000	
		Contingencies	\$9,630,820	
		total	\$174,779,683	\$856
		204,107	New Construction Option 4B	Construction Cost
Building Cost	\$101,572,664			
Site Cost	\$27,709,717			
Concession/Locker Room Building	\$2,250,000			
Demo/HazMat Cost	\$6,739,080			
Fees,Testing, Utilities, and Expenses	\$22,602,897			
FFE/Technology	\$2,502,000			
Contingencies	\$9,521,502			
total	\$172,897,860			\$847
204,107	New Construction Option 4C			Construction Cost
		Building Cost	\$102,273,315	
		Site Cost	\$27,704,040	
		Concession/Locker Room Building	\$2,250,000	
		Demo/HazMat Cost	\$6,737,700	
		Fees,Testing, Utilities, and Expenses	\$22,696,532	
		FFE/Technology	\$2,502,000	
		Contingencies	\$9,570,054	
		total	\$173,733,641	\$851

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3.1.6 PRELIMINARY EVALUATION OF OPTIONS

DRAFT

PM&C Estimate
Dated 9/25/20

	Code Repair Only Option 1	Renovation Only Option 2	Renovation/Addition Option 3A1	Renovation/Addition Option 3A2	Renovation/Addition Option 3B	New Construction Option 4A1	New Construction Option 4A2	New Construction Option 4A3	New Construction Option 4B	New Construction Option 4C
Total Project Cost	\$114,967,198	\$173,446,250	\$175,698,521	\$175,193,556	\$174,572,243	\$177,680,032	\$180,626,529	\$174,779,683	\$172,897,860	\$173,733,641
Approximate MSBA Reimbursement	\$0	\$61,945,728	\$54,955,805	\$54,915,452	\$54,865,807	\$51,253,430	\$51,464,031	\$51,046,210	\$50,911,806	\$50,971,495
Approximate Cost to the Town	\$114,967,198	\$111,500,522	\$120,742,716	\$120,278,104	\$119,706,436	\$126,426,602	\$129,162,498	\$123,733,473	\$121,986,054	\$122,762,146
Summary of Approximate Ineligible Costs										
Temporary Classroom Modulars	na	\$5,600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Site Costs above 8% Cap	na	\$16,924,259	\$20,203,224	\$20,241,418	\$19,902,166	\$19,786,327	\$19,569,598	\$20,000,426	\$19,756,593	\$19,694,744
Concession/Locker Room Building	na	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000	\$2,250,000
Building Costs above \$333/SF Cap	na	\$39,911,373	\$43,509,486	\$43,051,313	\$42,873,810	\$45,676,757	\$48,342,845	\$43,051,511	\$41,730,846	\$42,487,550
Building Costs Ineligible SF	na	\$0	\$5,984,343	\$5,984,343	\$5,984,343	\$8,651,007	\$8,651,007	\$8,651,007	\$8,651,007	\$8,651,007
OPM and Designer Fees on Ineligible SF	na	\$0	\$218,517	\$217,855	\$217,041	\$963,832	\$980,667	\$947,260	\$936,508	\$941,283
Asbestos Flooring Abatement	na	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000	\$412,000
FFE/Technology over \$2,400/student	na	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000	\$834,000
Legal Fees, Moving Expenses, Contingencies	na	\$4,374,878	\$4,570,370	\$4,557,798	\$4,542,330	\$6,019,602	\$6,117,412	\$5,923,326	\$5,860,858	\$5,888,602
	\$0	\$70,306,510	\$77,981,940	\$77,548,727	\$77,015,690	\$84,593,525	\$87,157,529	\$82,069,530	\$80,431,812	\$81,159,186

DRAFT

	Code Repair Only Option 1	Renovation Only Option 2	Renovation/Addition Option 3A1	Renovation/Addition Option 3A2	Renovation/Addition Option 3B	New Construction Option 4A1	New Construction Option 4A2	New Construction Option 4A3	New Construction Option 4B	New Construction Option 4C
Base Reimbursement Rate	NA	52.06	52.06	52.06	52.06	52.06	52.06	52.06	52.06	52.06
Maintenance	0.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Renovation	0.00	5.00	1.18	1.18	1.18	0.00	0.00	0.00	0.00	0.00
Green Schools	0.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Total Reimbursement Rate	0	60.06	56.24	56.24	56.24	55.06	55.06	55.06	55.06	55.06

PRELIMINARY EVALUATION OF OPTIONS	SITE DEVELOPMENT REQUIREMENTS	EVALUATION OF EXISTING CONDITIONS / BUILDING	INITIAL SPACE SUMMARY	EDUCATIONAL PROGRAM	INTRODUCTION	TABLE OF CONTENTS
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C. COMMUNITY FORUMS

Perkins&Will

STONEHAM HIGH SCHOOL Feasibility Study Community Forum 01

8.11.2020

AGENDA

- INTRODUCTION
- PDP FEASIBILITY STUDY SCOPE
- MSBA PROCESS AND SCHEDULE
- EDUCATIONAL VISIONING RECAP
- EXISTING SCHOOL CONDITIONS
- DISCUSSION



Aerial View of
Stoneham High School

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COMMUNITY MEETING PRESENTATION

SCHOOL COMMITTEE MEMBERS

Marie Christie	Co-Chair	Jeanne Craigie	Town Moderator
David Bois	Co-Chair	Lisa Gallagher	Middle School Admin.
Raymie Parker	Chair Select Board	Kevin Yianacopolus	High School Facilities
Nicole Nial	School Committee Member	Albert Talarico	Community Member
Cory Mashburn	Finance and Advisory Board	Douglas Gove	Community Member
Dennis Sheehan	Town Administrator	Stephen O'Neill	Community Member
John Macero	Superintendent of Schools	Josephine Thomson	Community Member
Bryan Lombardi	High School Principal	Sharon Iovanni	Community Member
David Pignone	Athletic Director	Paul Ryder	Community Member
Brian McNeil	Town Facilities Director		

ARCHITECT Perkins and Will

OPM Symmes Maini and McKee Associates

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PROCESS AND SCHEDULE

Community Forum 01

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COMMUNITY MEETING PRESENTATION

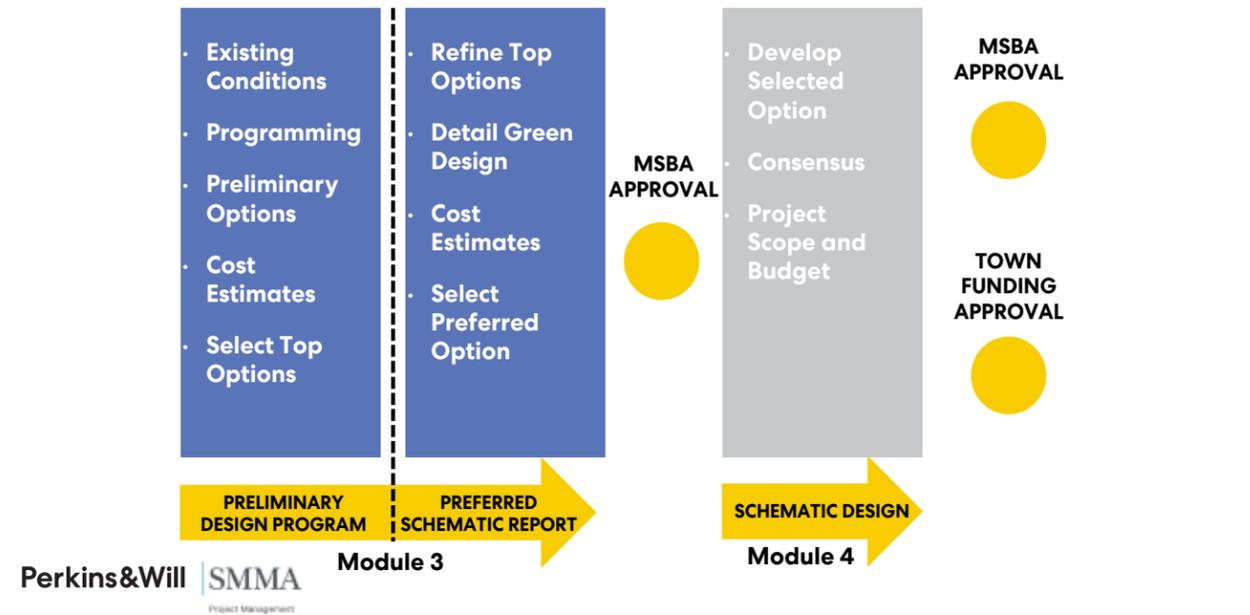
COMMUNITY MEETING PRESENTATION

MASSACHUSETTS SCHOOL BUILDING AUTHORITY (MSBA)

- **MSBA** is an independent public authority that administers and funds a program for grants to eligible cities, towns, and regional school districts for school construction and renovation projects.
- **MSBA** mandates a multi-step rigorous study and approval process
- **MSBA** will fund **52.06%** plus incentives of eligible project cost for an approved project if accepted by the voters of Stoneham



MSBA PROCESS / FEASIBILITY STUDY AND SCHEMATIC DESIGN PHASES



PDP FEASIBILITY STUDY SCOPE

The MSBA has agreed to participate with Stoneham in a feasibility study for a 695 student High School.

Scope items include:

- Educational Visioning
- Existing Conditions Review
- Sustainable Design Achievement
- Design Alternatives
 - Renovation
 - Renovation / Addition
 - All New Construction
- Cost Estimates



PROJECT SCHEDULE

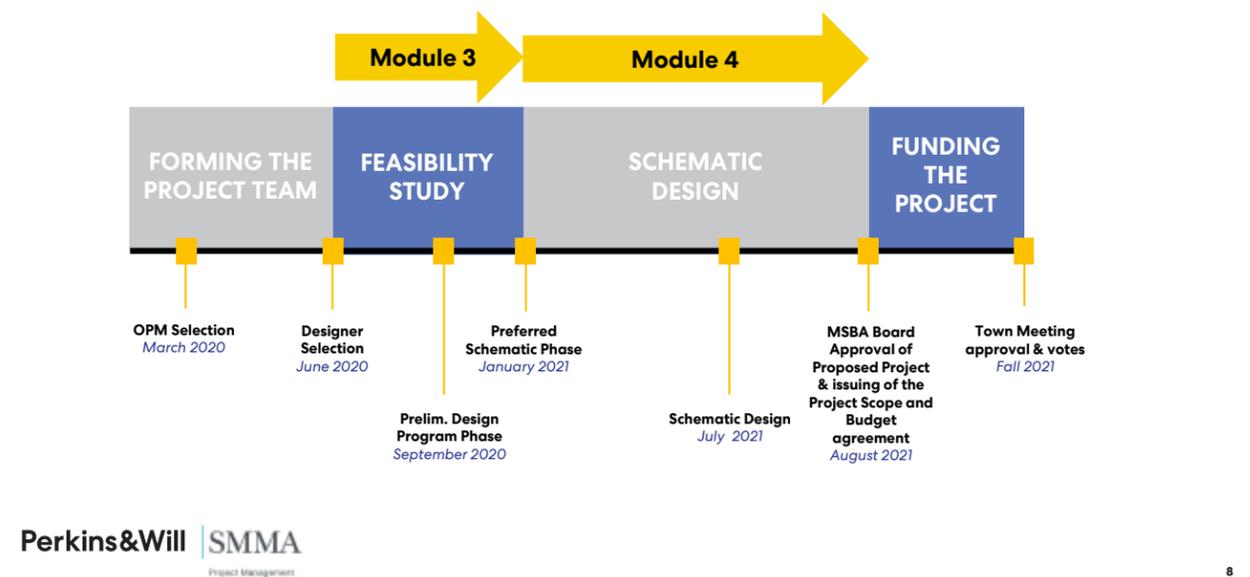


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

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EDUCATIONAL VISIONING RECAP

Community Forum 01

Virtual Visioning Overview

Purpose

- To virtually bring together a group of important Stoneham High School stakeholders to look to innovations and future thinking to explore, discuss and influence the best possible solutions for an extraordinary future ready new facility.
- This work was done over eight days in order to make a real difference in the planning of the SHS to have a positive impact on teaching and learning!

Desired Outcomes

- What are the guiding principles that drive design thinking?
- What are the essential characteristics of the “new” Stoneham High School?
- What is the educational program that will support teaching, learning and your community?
- How does the new High School support the Community?

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TWO WEEKS / 8 DAYS
07.20.2020 – 07.31.2020



Virtual Visioning for Stoneham High School

Means of Communication



Visit the Website:
envisionshs.squarespace.com
password: Spartan

Email Us:
envisionstoneham@gmail.com

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Week 1 Recap: Day 1 / Where have we been and where are we going?

WHAT WE LEARNED:

- 1/ Who is Generation Alpha
- 2/ Interdisciplinary, project based, pathways
- 3/ Create meaningful connections
- 4/ Mix programs, technologies, people, spaces, functions
- 5/ Offer choice of activities; spaces adapt to needs
- 6/ Provide opportunities to collaborate
- 7/ For the people and the community

Week 1 Recap: Day 2 / Future Ready

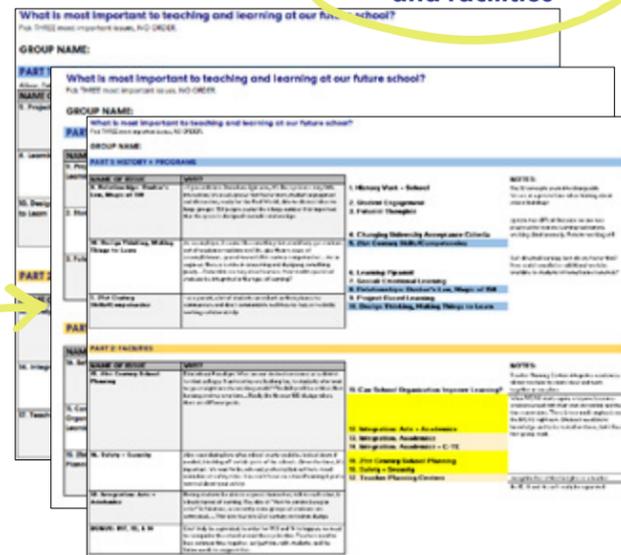
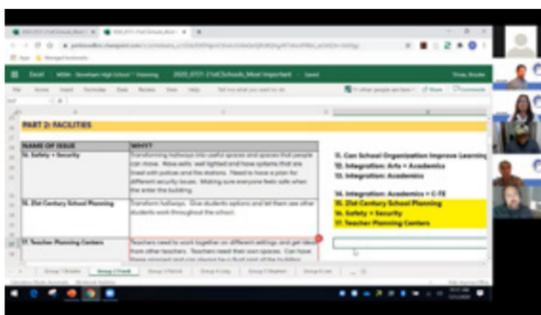
WHAT WE HEARD FROM THE BREAK-OUT GROUPS:

Future-ready school: Programs and Facility

Most important concepts:

- Student Engagement
- Project Based Learning
- 21st Century Skills/Competencies
- Safety + Security
- Teacher Planning Centers
- Integration of Academics

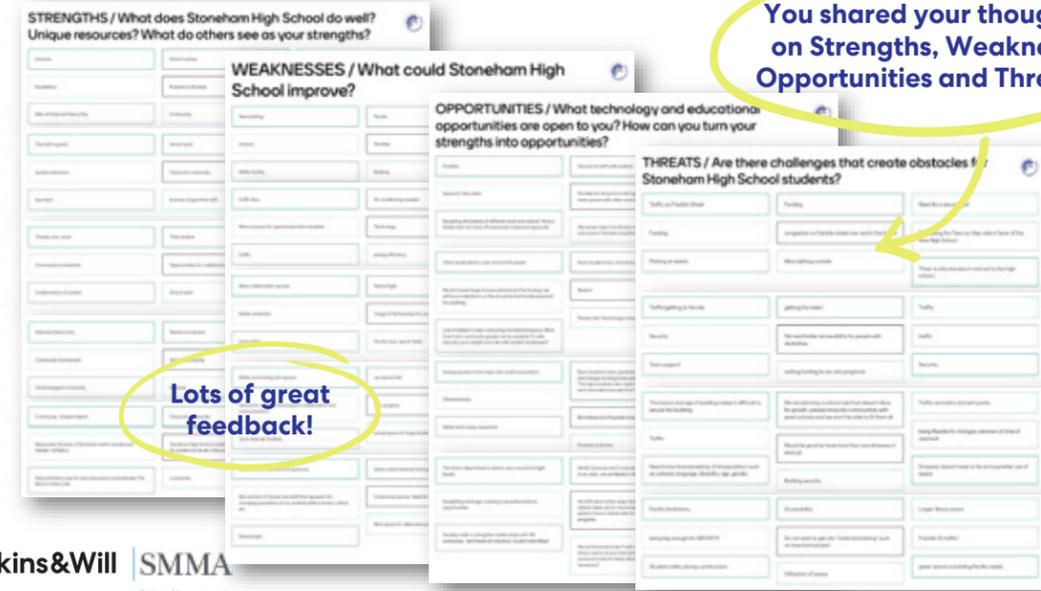
Week 1 Recap: Day 2 / Future Ready / Break out Groups – Rank Concepts



Learning about history + programs and facilities

You ranked the important issues around teaching and learning!

Week 1 Recap: Day 3 / Planning Concepts / SWOT Analysis



Lots of great feedback!

You shared your thoughts on Strengths, Weakness, Opportunities and Threats!

COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Week 1 Recap: Day 3 / Planning Concepts

WHAT WE HEARD DURING OUR SWOT ANALYSIS:

1/ Strengths

Culture, community engagement, inclusiveness, staff, students

2/ Weaknesses

Life skills, learning environment, curriculum, teacher collaboration

3/ Opportunities

Accessible to community, outdoor space, technology, flexibility

4/ Threats

Traffic, security, town support, accessibility, funding

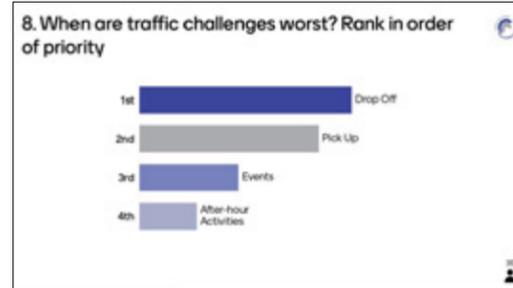
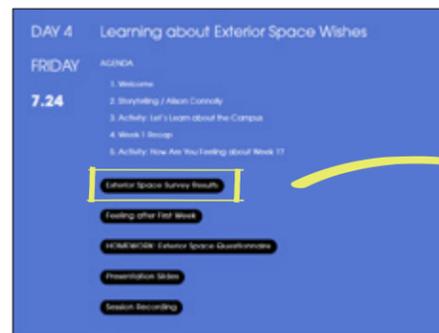
Week 1 Recap: Day 4 / Learning about Exterior Space Wishes / Questionnaire Homework



Great feedback Stoneham Team!



Week 1 Recap: Day 4 / Learning about Exterior Space Wishes / Activity



Informative and productive session!

Week 1 Recap: Day 4 / Learning about Exterior Space Wishes / Activity

WHAT WE HEARD ABOUT THE EXTERIOR :

1/ Traffic/Parking Wishes/Issues

Congestion at dismissal, conflicts at Franklin St, dedicated parking

2/ Outdoor Activity Wishes

Shade, media connections, amphitheater, turf fields, lighting, seating

3/ Community Connection Wishes

Open space, walking trails, exercise station, outdoor basketball

4/ Pre-K Wishes

Inclusive, creative, safe, nature play, promote motor skills

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COMMUNITY MEETING PRESENTATION

How are you feeling about the first week of Envision Stoneham High School?

How are you feeling about the first week of Virtual Visioning for Stoneham High School?

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COMMUNITY MEETING PRESENTATION

Week 2 Recap: Day 5 / Critical Adjacencies / Live Sketching

Week 2 Recap: Day 5 / Critical Adjacency

WHAT WE HEARD ABOUT ADJACENCIES:

- 1/ Flexibility of rooms
- 2/ Interdisciplinary collaboration spaces
- 3/ Organization strategies
- 4/ Teacher planning in Pod
- 5/ Safety and accessibility
- 6/ Outdoor learning spaces
- 7/ Spaces shared by school and community
- 8/ Spaces for individuals and groups - different learners

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Week 2 Recap: Day 6 / Learning from Subject Matter Experts

Inspiring speakers!

Students won't just attend college, they'll join them

Hearing from Experts:
 Science + Technology
 Sports + Recreation
 Higher Education
 Branded Environment

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Week 2 Recap: Day 7 / Learning about Sustainability & Stewardship / TED Talks

Learning about sustainability

Wellness

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Week 2 Recap: Day 6 / Learning from Subject Matter Experts

WHAT WE HEARD FROM THE EXPERTS:

- 1/ How science and technology can be integrated in the current curriculum?
- 2/ How a facility can promote health, wellness, versatility and diversity?
- 3/ How can we be prepared for the trends in higher education?
- 4/ How can branding help elevate the spirit of school/community?

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Week 2 Recap: Day 7 / Learning about Sustainability & Stewardship / Activities

Sharing your aspirations

What does sustainability mean to you?

How can a culture of conservation be integrated into Stoneham's student community?

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Existing Conditions/
Site Plan

Current Campus

Junior High School (1968)

52 YEARS OLD

Senior High School (1980)

40 YEARS OLD



Existing Conditions/
Landscape: Warner Larson

Parcel ID:

284-08-134
284-02-152

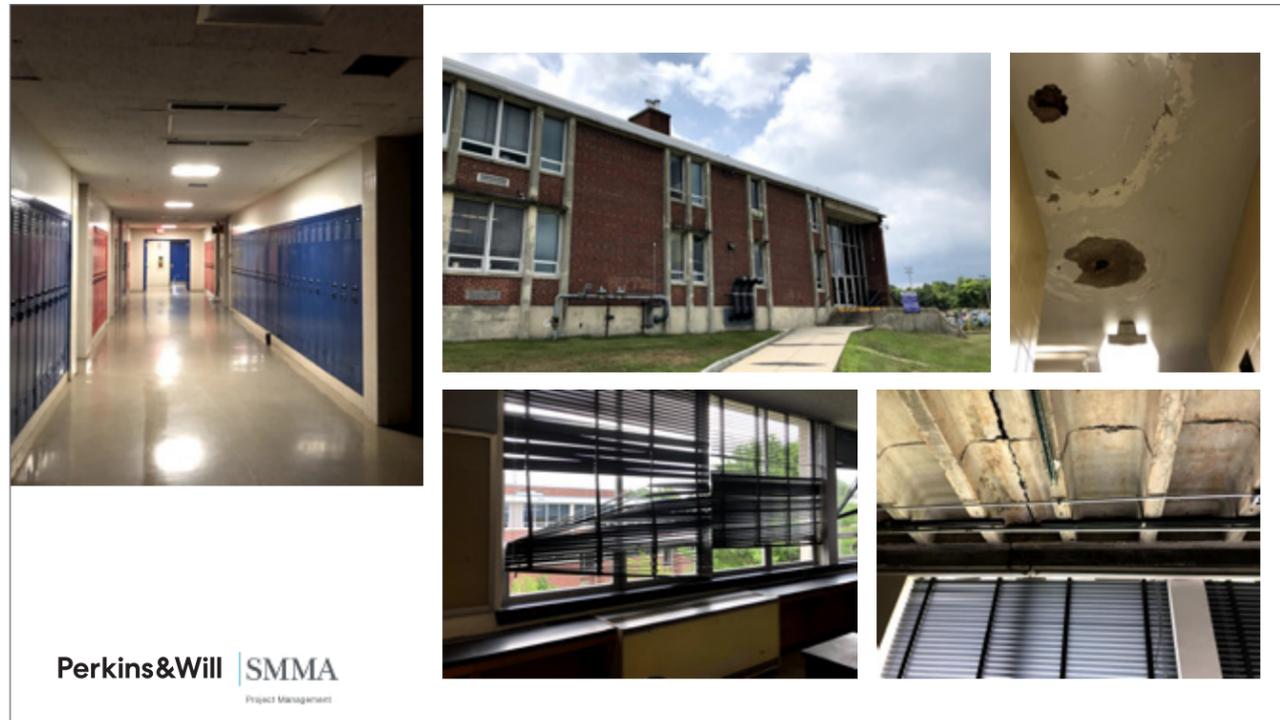
Parcel Size:

38.88 acres
0.75 acres

Zoning: Education
Physical Conditions

+/-30' Grade Change
194' at Tennis Courts
164' at Wetlands

Exposed Ledge



Existing Conditions/
Landscape

Site Features

- One-way loop off Franklin St
- 3 main parking lots (71, 181, 60 spaces)
- Visitor parking (10 spaces)
- Service parking (15 spaces)
- Track facility parking (9 spaces)

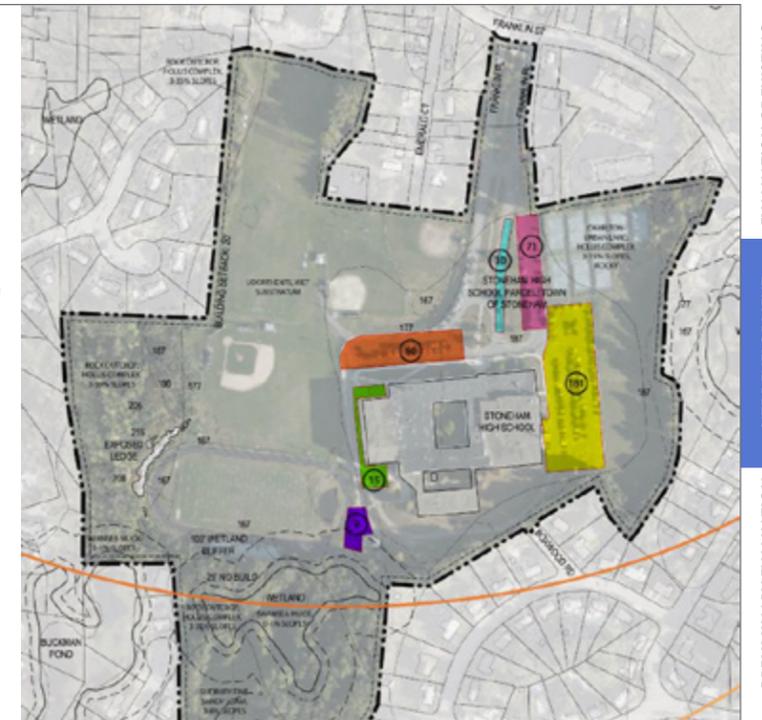


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Landscape**

- Significant cracking in asphalt driveway and parking lots
- Granite curbing moderate condition
- Asphalt berm in poor condition
- 5 Accessible spaces in total
- Lack of curb cuts and detectable warning

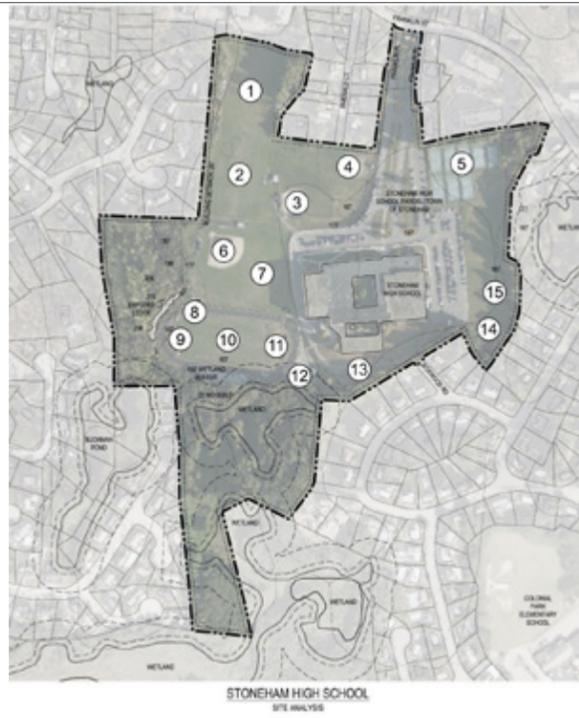


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**Existing Conditions/
Landscape**

Fields

- 1 & 2: Soccer/Lacrosse
- 3 & 4: Softball
- 5: Tennis Courts
- 6 & 7: Baseball and Field Hockey
- 8: Track
- 9: Long/Triple Jump
- 10: Football Field
- 11: High Jump
- 12: Pole Vault
- 13: Shotput
- 14: Discus
- 15: Javelin and Practice Field



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**Existing Conditions/
Landscape**

Leo Herlihy Memorial Tennis Courts/8

- Fair/Poor Condition
- Limited accessibility
- Terraced Configuration

Rocher-Fillback Track Facility

- Bleachers or press box not accessible
- Previous sinkhole issues on football field



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**Existing Conditions/
Landscape**

Site Lighting

- Primarily roadway lighting
- Lack of pedestrian scaled lighting on site
- Wiring problems with sports lighting

General

- Limited outdoor café seating
- Greenhouse and gardens
- No structured outdoor classrooms
- Limited student use of courtyard



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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Existing Conditions/
Civil : Nitsch Engineering

Site Utilities

48-inch Storm Drain-Shown in **Green**
Route could be adjusted, slightly

Sanitary Sewer-Shown in **Red**
Sufficient capacity
Elevation an issue if construction is on lower fields

Water lines-Shown in **Blue**
Portions of existing system could be incorporated into new campus configuration



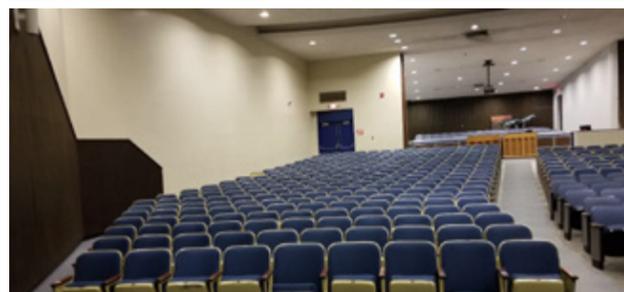
Existing Conditions/
Code Compliance: Code Red

Extensive ADA Upgrades Required:

- Bathrooms
- Locker Rooms
- Entrances
- Auditorium Seating
- Stage Access
- Routes throughout

Construction Type

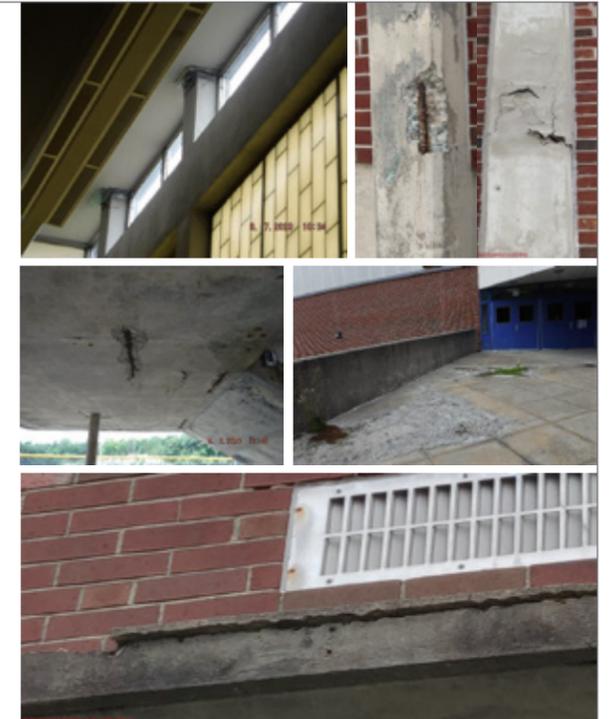
- Concrete, Unprotected Steel
- Existing insufficient to support addition
- Fire Wall construction



Existing Conditions/
Structure: B+AC

Structural Conditions

- Floors are cast-in-place concrete
- Roofs are reinforced concrete. Cast-in-place at classrooms. Precast at gym, auditorium, kitchen/café. Steel at classroom addition.
- Spalling and cracking of concrete at multiple locations throughout the building.
- Minor cracks in masonry. Efflorescence at fly tower back wall
- Many old leaks through roof. Active leaks at the classroom additions potentially due to incorrect execution of joint



Existing Conditions/
Structure

Structural Considerations:

- Seismic bracing may be needed for walls and structure
- Expansion joints may need to be addressed
- Auditorium: No fly tower, trap or pits present. May need framing work
- Gym: Structure displaying signs of aging. Should be repaired to keep. Roof to north column connection needs repairing

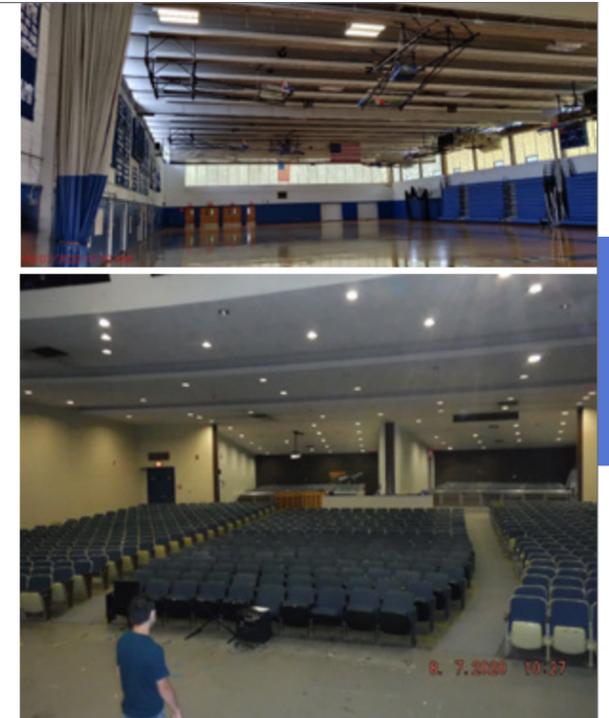


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
HVAC Systems: Bala Engineering**

Classrooms

- Classrooms served by heating only unit ventilators
- Cooling systems consist of local, through the wall AC Units

Auditorium / Gym /Locker Rooms

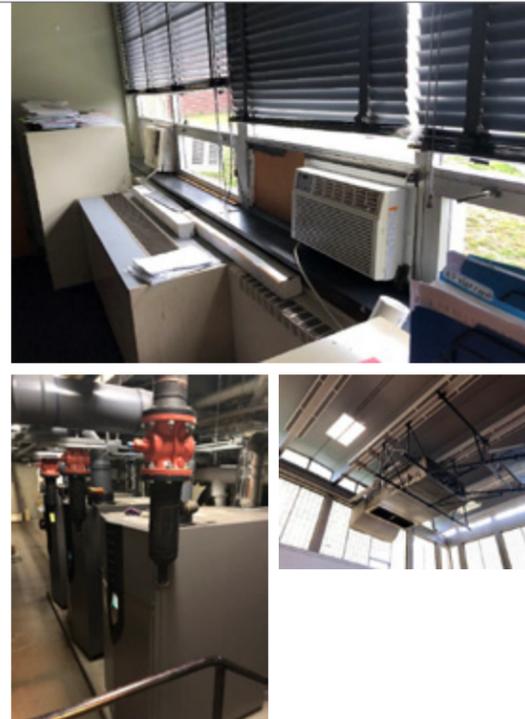
- Cafeteria
- All spaces served by heating only unit ventilators and air handling systems

Administrative Areas

- Area served by heating and cooling rooftop unit

Recommendations

- All systems, except for the boilers, are well past their useful life.
- Boilers will need to be evaluated based on the energy goals of the project.



**Existing Conditions/
Electrical and Security Systems: Bala**

Power

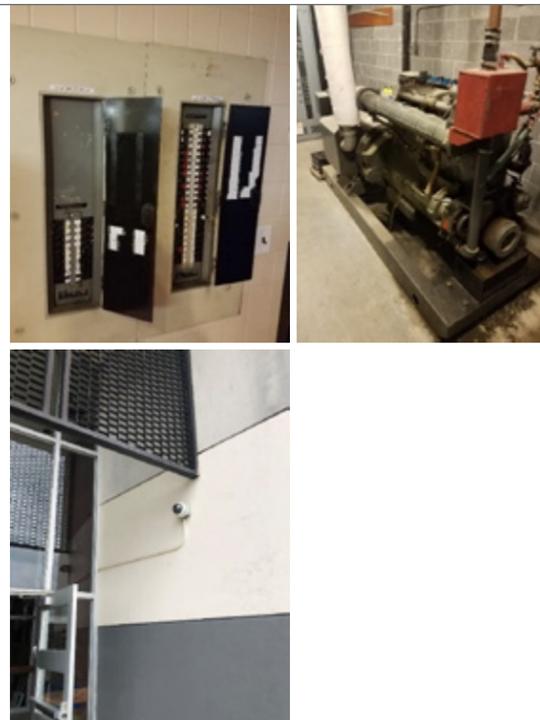
- Electrical Distribution is original to the building and is in poor condition.
- Emergency equipment is well past useful life.

Lighting

- Lighting is fluorescent. Coverage is acceptable but fixtures are in poor condition and create a lot of glare.

Fire Alarm

- Fire alarm system is obsolete.
- System has limited coverage and no smoke detector coverage.



**Existing Conditions/
Electrical and Security Systems**

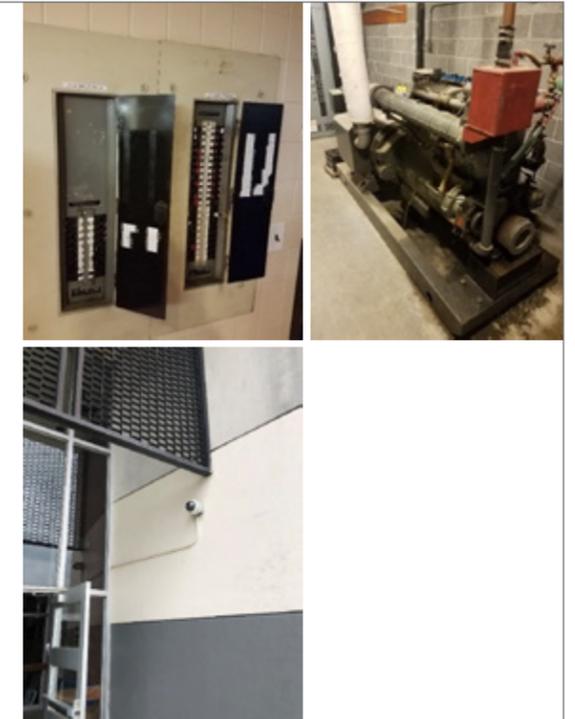
Security

- Security systems (access control and CCTV) are in good working condition. System is connected to a town wide system.

- System should be expanded on for additional coverage.

Recommendations

- All systems are recommended to be replaced.



**Existing Conditions/
Fire Protection: Architectural Engineers**

No Water Based Fire Protection System in School

Renovations will require a new water service and sprinklers

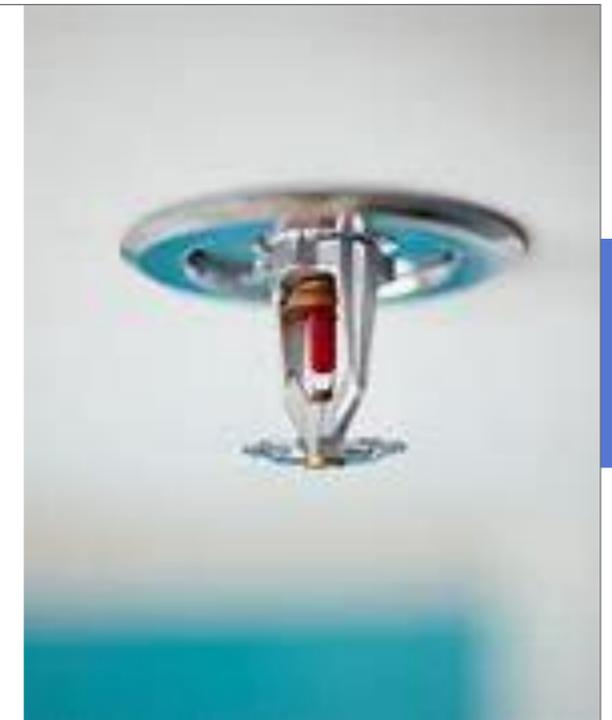


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Plumbing: Architectural Engineers**

Plumbing Fixtures

- Old Models Need Replacement
- Manual Faucets & Flush Valves Not Water Saving Types
- Classroom Sinks & Faucets Older models need replacement



Domestic Water System

- Size & pressure of service adequate
- HW Boiler & Storage Tank old equipment needs replacement
- CW & HW Piping Systems and Valves are older and need replacement



**Existing Conditions/
Plumbing**

Sanitary Waste System

- Some new piping observed
- Most piping older and needs replacement

Storm Drainage

- Roof drains good condition
- Interior piping is older and should be replaced.



Natural Gas

- Medium pressure gas service meets current building needs.
- Piping system in good condition.



**Existing Conditions/
Plumbing**

Locker Rooms / Showers

- Gang Shower Area doesn't meet current code requirements
- Need Individual Shower Stalls and multiple floor drains



Kitchen

- Three-bay sink discharges to a Grease Interceptor. Replace.
- Dishwasher does not discharge to a grease interceptor
- Fixtures & floor drains do not connect to an independent grease waste system. Need exterior GT.



**Existing Conditions/
Plumbing**

Science Classrooms

- Sink waste connected to an exterior limestone chip neutralization system. No problems reported.
- Lab water not protected from main water system. Need non-potable water systems.
- Emergency showers/eyewashes exist but not on a Tempered Water system. Separate water heater and recirc system required.
- Gas to bench turrets. Move main shut-off valve near door.

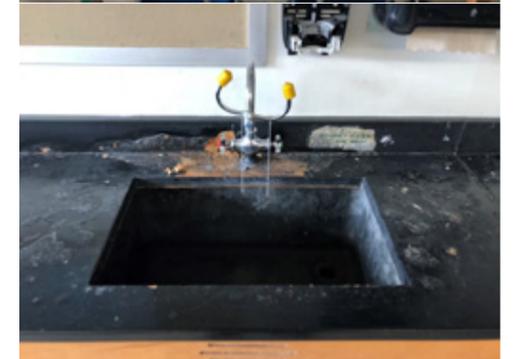


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Food Service**

Commodity Storage

- The High School supports five lower schools
- The lower schools lack sufficient cook and storage capacity
- Storage capacity has been expanded to the exterior to accommodate storage demands

Exhaust Hoods

- Lack of sufficient lighting
- Missing a hood fire suppression system
- Floors are uneven resulting in hard to clean conditions and tripping hazards



**Existing Conditions/
Building Exterior**

Doors

- Damaged and bent frames
- Worn doors and panic hardware

Roofs

- Rubber roofs over 15 years old; some are original from 1968/1980
- Ponding reported to appear on roofs
- Leaking observed at various locations



**Existing Conditions/
Building Exterior: Perkins and Will**

Walls

- Spalling exposed concrete structure
- Deteriorated and asbestos containing sealant at doors and windows
- Leaks observed below rising walls on roofs

Windows

- Single-pane aluminum windows not meeting energy code
- Rotting existing curtain walls
- Kalwall system at gym yellowed and is worn out



**Existing Conditions/
Building Interior**

Walls

- Damaged tile base at many areas
- Wood paneling in auditorium and cafeteria in poor condition

Flooring

- Vinyl asbestos tiles to be investigated
- Auditorium stage has several large patches
- Gymnasium wood floor in good shape, but does not provide appropriate shock absorption

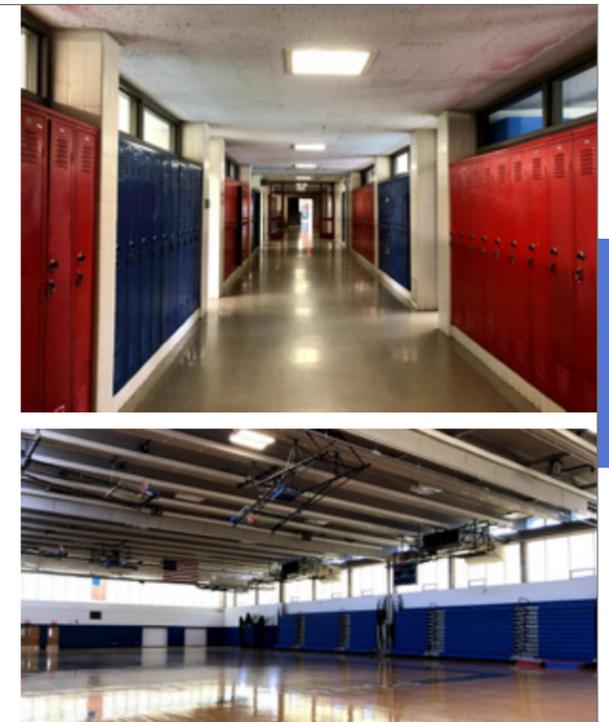


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

**Existing Conditions/
Building Interior
Ceiling**

- Acoustic ceiling tiles (discontinued) in poor shape in many locations
- Water damaged ceilings observed through out the upper levels
- Poor acoustic plaster ceiling at auditorium

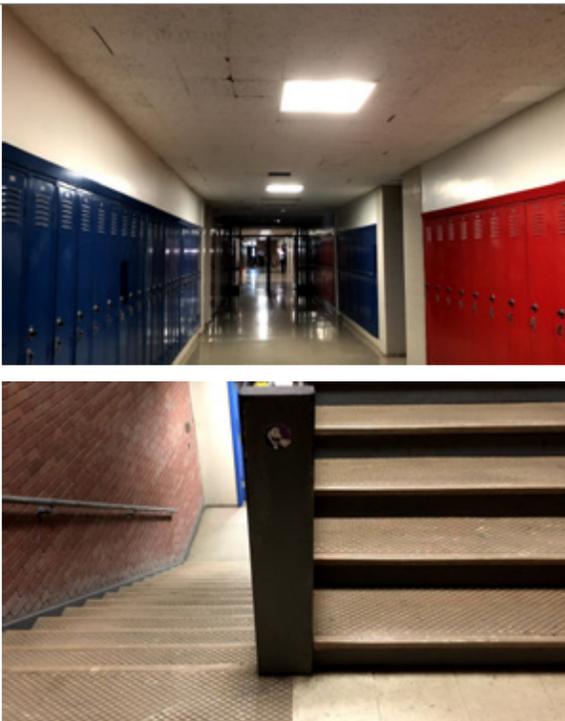
Doors

- Roughly 75% of doors not compliant with push/push clearance requirement

Vertical Circulation

- Stairs not code-compliant
- Elevator/lift not code-compliant

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COMMUNITY FORUM 01 DISCUSSION

Community Forum 01

COMMUNITY RESOURCES

Stoneham School Building Committee

- Meetings every two weeks
- Meetings and Agendas are posted on the SSBC Website

SSBC Website:
<https://www.Stoneham-Ma.Gov/hsbc>

Project Email:
SSBC@Stoneham-Ma.gov

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STONEHAM HIGH SCHOOL Feasibility Study Community Forum 02

9.23.2020

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

SCHOOL COMMITTEE MEMBERS

Marie Christie	Co-Chair	Jeanne Craigie	Town Moderator
David Bois	Co-Chair	Lisa Gallagher	Middle School Admin.
Raymie Parker	Chair Select Board	Kevin Yianacopolus	High School Facilities
Nicole Nial	School Committee Member	Albert Talarico	Community Member
Cory Mashburn	Finance and Advisory Board	Douglas Gove	Community Member
Dennis Sheehan	Town Administrator	Stephen O'Neill	Community Member
John Macero	Superintendent of Schools	Josephine Thomson	Community Member
Bryan Lombardi	High School Principal	Sharon Iovanni	Community Member
David Pignone	Athletic Director	Paul Ryder	Community Member
Brian McNeil	Town Facilities Director		

ARCHITECT Perkins and Will

OPM Symmes Maini and McKee Associates



FEASIBILITY STUDY GOALS

- **Develop a long-term solution to our aging High School**
- **Provide Educational Spaces that meet MSBA Standards**
- **Provide spaces for Community use**
- **Provide Flexible, 21st Century Educational Spaces**
- **Meet the goals established in the Visioning Workshops**
- **Provide a school that is accessible to all students and citizens**
- **Engineer a school that is energy efficient and capable of being zero energy reliant**
- **Improve the Traffic Conditions along Franklin Street**
- **Provide the school and community state of the art outdoor athletic facilities**
- **Provide a High School that is safe, code-compliant and a place Stoneham residents can be proud of**



AGENDA

- 1/ RECAP**
MSBA / Visioning / Existing Conditions / Ed Programs
- 2/ REVIEW DESIGN OPTIONS**
- 3/ LEARN ABOUT PROJECT COST**
- 4/ SHARE YOUR THOUGHTS**
- 5/ NEXT STEPS**



Aerial View of Stoneham High School



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RECAP

MSBA / Visioning / Existing Conditions / Ed Programs

Community Forum 02

COMMUNITY MEETING PRESENTATION

Community Forum 02

MSBA Feasibility Study Process and Schedule

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COMMUNITY MEETING PRESENTATION

PDP FEASIBILITY STUDY SCOPE

The MSBA has agreed to participate with Stoneham in a feasibility study for a 695 student High School.

Scope items include:

- Educational Visioning
- Existing Conditions Review
- Sustainable Design Achievement
- Design Alternatives
 - Renovation
 - Renovation / Addition
 - All New Construction
- Cost Estimates



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MASSACHUSETTS SCHOOL BUILDING AUTHORITY (MSBA)

- MSBA is an independent public authority that administers and funds a program for grants to eligible cities, towns, and regional school districts for school construction and renovation projects.
- MSBA mandates a multi-step rigorous study and approval process
- MSBA will fund 52.06% plus incentives of eligible project costs for an approved project if accepted by the voters of Stoneham

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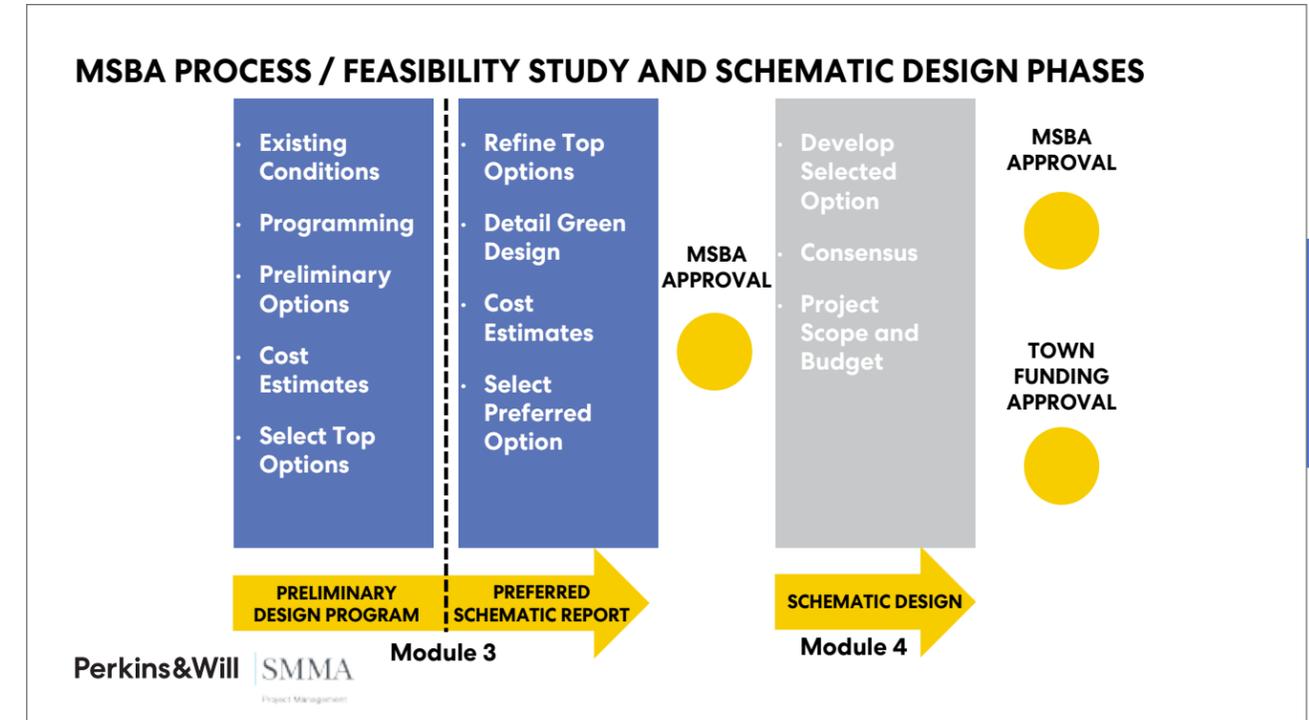
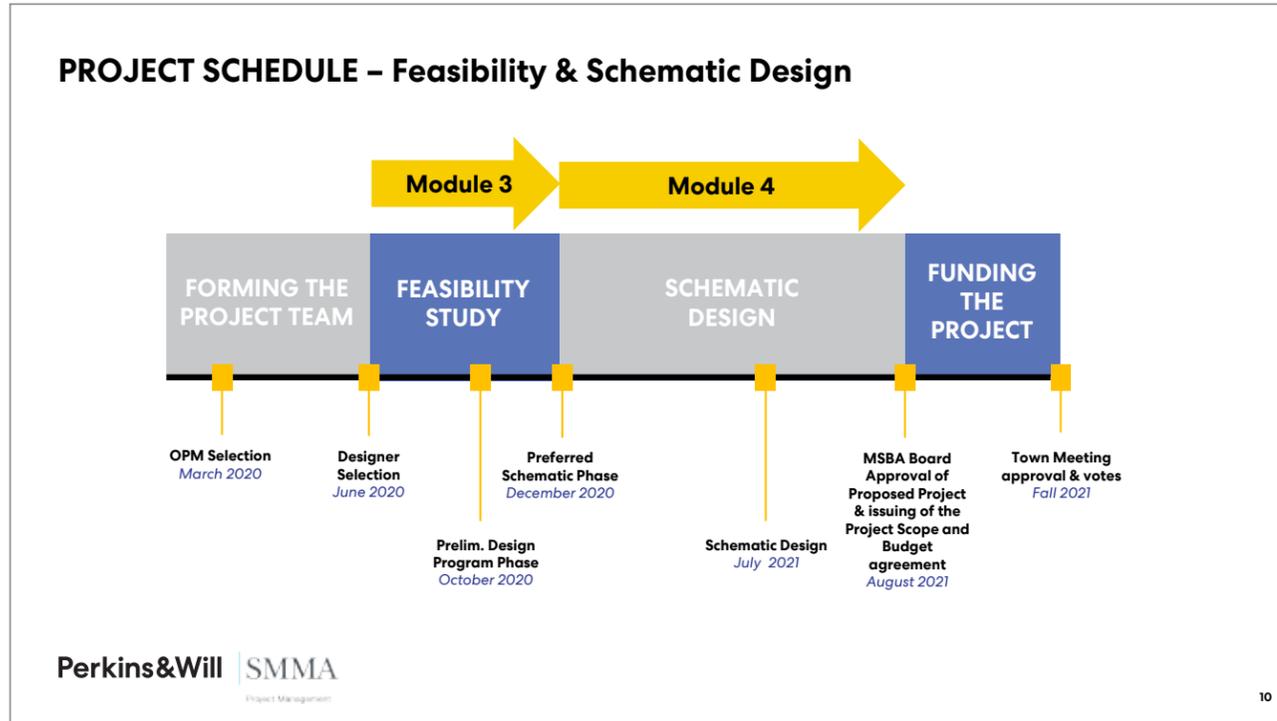


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION



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Educational Visioning

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- ### PDP Completed Tasks
- Site Analysis and Selection
 - Educational Visioning Workshops
 - Educational Programming
 - Space Summary Spreadsheets
 - Building Condition Evaluations
 - Hazardous Material Investigation
 - Phase I Environmental Site Assessment
 - Traffic Review
 - Preliminary Soils Investigation
 - Design Options Development
 - Preliminary Cost Estimates
 - Cost Analysis
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TWO WEEKS / 8 DAYS
 07.20.2020 – 07.31.2020

Virtual Visioning for Stoneham High School

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COMMUNITY MEETING PRESENTATION

Means of Communication



Visit the Website:
envisionshs.squarespace.com
 password: Spartan

Email Us:
envisionstoneham@gmail.com

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Existing Conditions

Current Campus

Junior High School (1968)
52 YEARS OLD

Senior High School (1980)
40 YEARS OLD



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Conditions of Existing SHS

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Site Conditions



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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Exterior Conditions

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Educational Programs

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Interior Conditions

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Educational Programming Summary

- 204,000 SF
- Appropriately sized general Classrooms
- Engineering and Technology Labs
- Maker Space and Fabrication Labs
- Music and Art Spaces
- SPED, RISE, and STRIDE Spaces
- Gymnasium
- Auditorium
- Interdisciplinary Project / Performance
- Library / Media Center
- Town-Wide Pre-K Program
- Concessions/Bathrooms/Storage for Athletics

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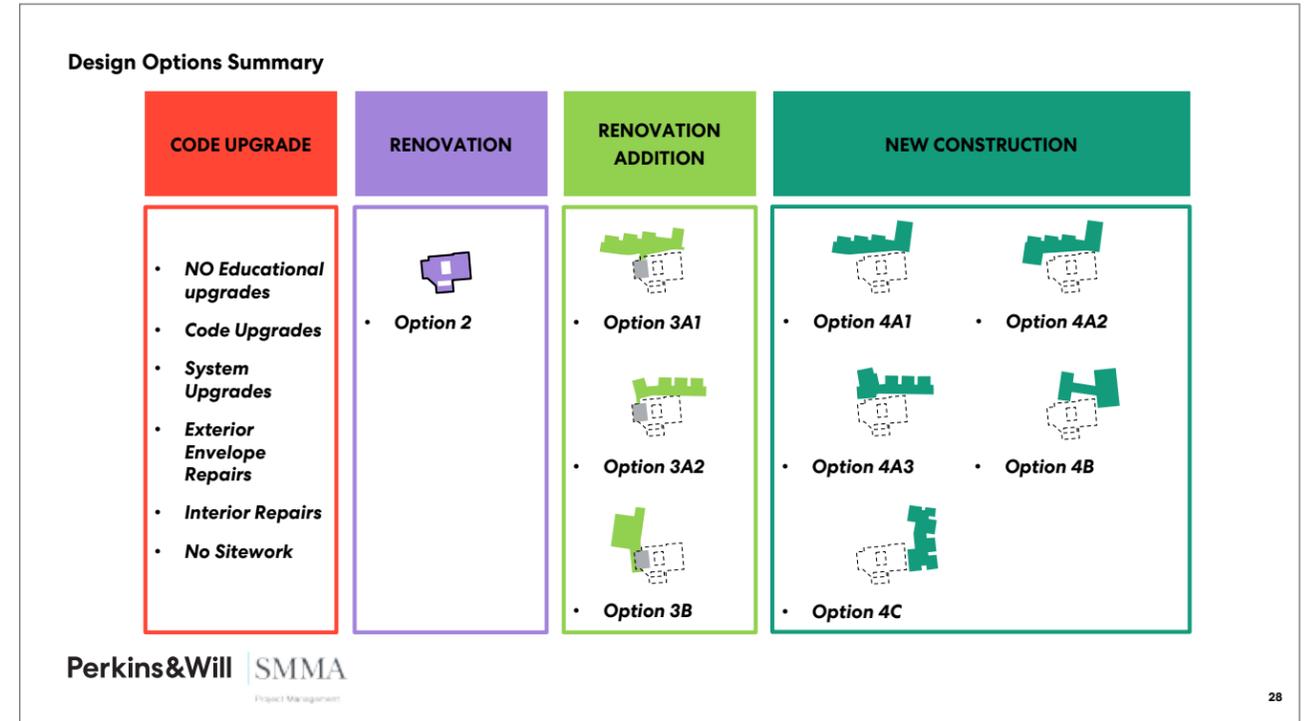
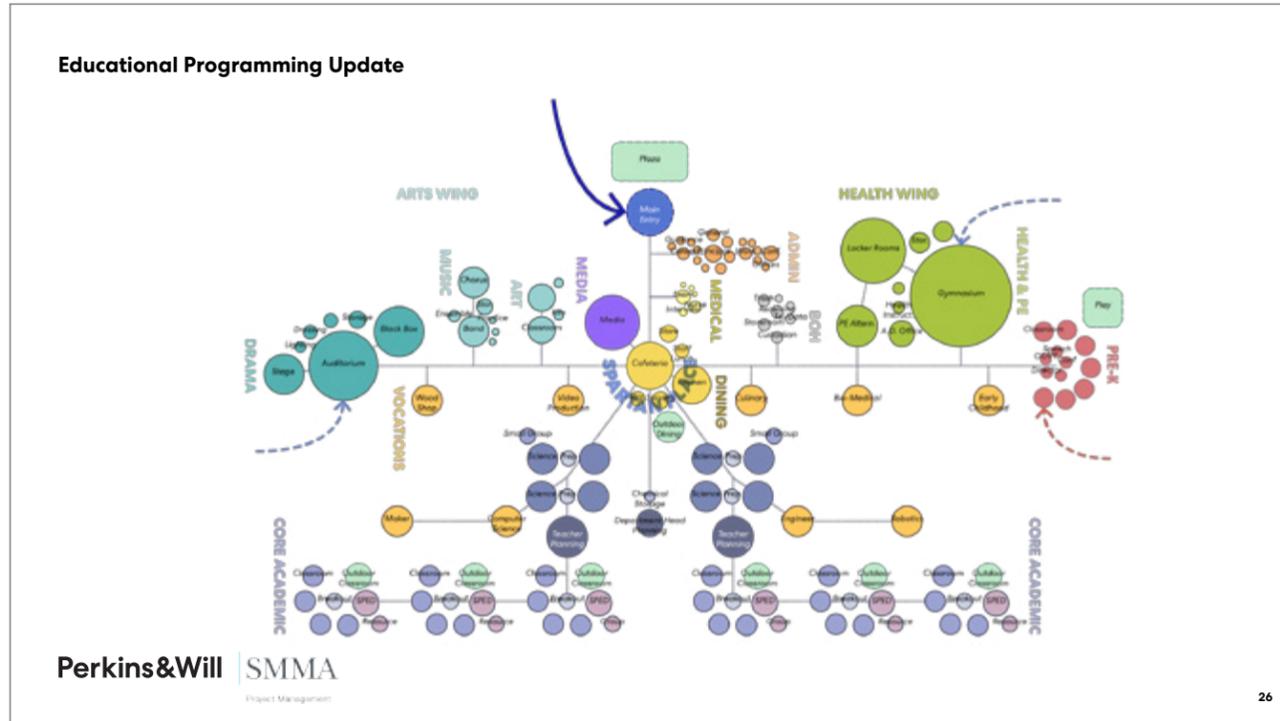
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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION



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REVIEW DESIGN OPTIONS

Community Forum 02

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Renovation Only

Option 2

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Renovation Option 2

- Pros:**
 - Least disruption to site (still substantial)
 - Adequate square footage
 - Re-use existing structure
- Cons:**
 - Lengthy Occupied phased construction (longer construction duration)
 - Difficult to meet ZNE goal
 - Highly disruptive to building users during construction
 - Requires Modular Classrooms
 - Hazardous abatement in occupied building

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FIELDS:
 ■ EXISTING TO REMAIN
 ■ NEW
 ■ SYNTHETIC
 * NON-COMPLIANT

1/ COURTS
 2/ SOFTBALL
 3/ BASEBALL
 4/ SOCCER/LAX
 5/ TRACK
 6/ WETLAND
 7/ PARKING

■ CORE ACADEMIC
 ■ VOCATION
 ■ CAFETERIA
 ■ MEDIA
 ■ ARTS
 ■ P.E.
 ■ PRE-K

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Community Forum 02

Building in the Front of SHS

Option 3A1
 Option 3A2
 Option 4A1
 Option 4A2
 Option 4A3

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Renovation Option 2 Construction Phasing

Fields out of commission:
 (2) Softball Fields
 (2) Soccer Field
 (1) Baseball Field

Construction Duration:
48 Months

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CONSTRUCTION ENTRY/EGRESS

SOCCER/LACROSSE OUT OF COMMISSION

SOCCER/LACROSSE

BASEBALL / FIELD HOCKEY

FOOTBALL / TRACK

STAGING AREA 2 FIELDS OUT OF COMMISSION

TEMP. PARKING 250 SPACES SERVICE ACCESS

20 MODULARS

ACCESS TO FIELDS

PEDESTRIAN ACCESS

SHS ENTRY/EGRESS

FRANKLIN ST

TENNIS COURTS

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Renovation Addition Option 3A1

- Pros:**
 - Maximizes visibility of new building and its entry from Franklin St
 - Contiguous fields for long-term athletic flexibility
 - Retains existing field house size (bigger than MSBA template)
 - Optimized building orientation for daylighting/ZNE
- Cons:**
 - Upgrades and repairs required to fieldhouse
 - Parking distant from stadium
 - Loss of fields during construction
 - Utilities relocation required to keep existing in operation during construction

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FIELDS:
 ■ EXISTING TO REMAIN
 ■ NEW
 ■ SYNTHETIC
 * NON-COMPLIANT

1/ COURTS
 2/ SOFTBALL
 3/ BASEBALL
 4/ SOCCER/LAX
 5/ TRACK
 6/ WETLAND
 7/ PARKING

■ CORE ACADEMIC
 ■ VOCATION
 ■ CAFETERIA
 ■ MEDIA
 ■ ARTS
 ■ P.E.
 ■ PRE-K

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Renovation Addition Option 3A2

- Pros:**
 - Building presence from Franklin Street
 - Minimal change to existing athletic fields Single community entry
 - Central turf field as commons
- Cons:**
 - Pedestrian path from Franklin Street crossing vehicular path
 - Exist. fields don't meet regulation size
 - Utilities relocation required to keep existing in operation during construction

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New Construction Option 4A2

- Pros:**
 - Maximizes visibility of new building and its entry from Franklin St
 - Parking near main stadium
 - Optimized building orientation for daylighting/ZNE
- Cons:**
 - Significant grade changes between fields
 - Multiple community entries
 - Utilities relocation required to keep existing in operation during construction

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New Construction Option 4A1

- Pros:**
 - Maximizes visibility of new building and its entry from Franklin St
 - Separate community entries
 - Optimized orientation of stadium
 - Parking near main entry and stadium
 - Optimized building orientation for daylighting/ZNE
- Cons:**
 - Cost and abutter proximity of relocated stadium
 - Significant grade changes between fields
 - Utilities relocation required to keep existing in operation during construction

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New Construction Option 4A3

- Pros:**
 - Building presence from Franklin Street
 - Minimal change to existing athletic fields (softball fields out of commission during construction)
 - Single community entry
- Cons:**
 - Pedestrian path from Franklin Street crossing vehicular path
 - Exist. fields don't meet size requirements
 - Constrained space for parking
 - Utilities relocation required to keep existing building in operation during construction

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Options 3A1, 4A1, 4A2
Construction Phasing

Fields out of commission:
(2) Softball Fields
(2) Soccer Field
(1) Baseball Field
(8) Tennis Courts

Construction Duration:
Renovation Addition: **40 Months**
New Construction: **33 Months**

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Community Forum 02

Building on the West of SHS

Option 3B

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Options 3A2, 4A3
Construction Phasing

Fields out of commission:
(2) Softball Fields
(1) Soccer Field
(3) Tennis Courts

Construction Duration:
Renovation Addition: **40 Months**
New Construction: **33 Months**

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Renovation Addition Option 3B

- Pros:**
 - Strong Pedestrian connection from community to expeditionary trail
 - Ease of access to fields
 - Retains existing field house size (bigger than MSBA template)
 - May not disturb existing utilities during construction
- Cons:**
 - Field surrounded by driveway
 - Parking remote from stadium
 - Poor visibility from Franklin St.
 - Suboptimal building orientation for ZNE goal/Daylighting

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COMMUNITY MEETING PRESENTATION

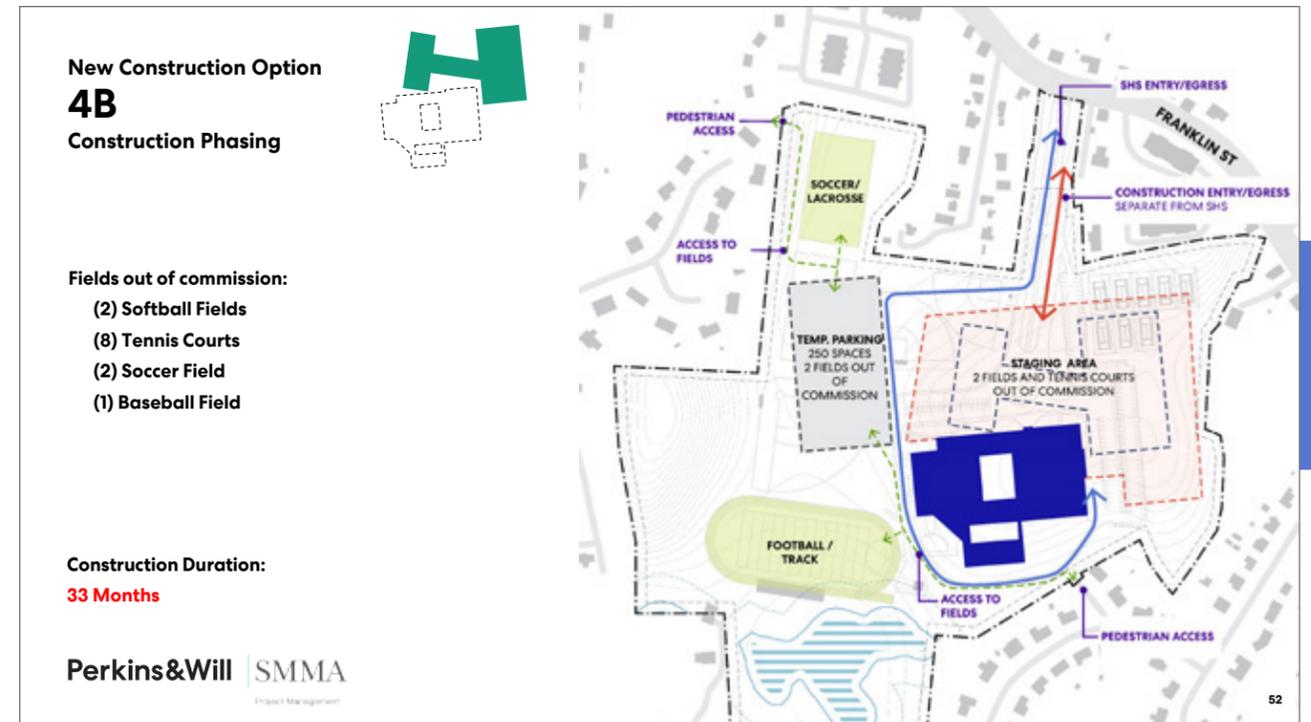
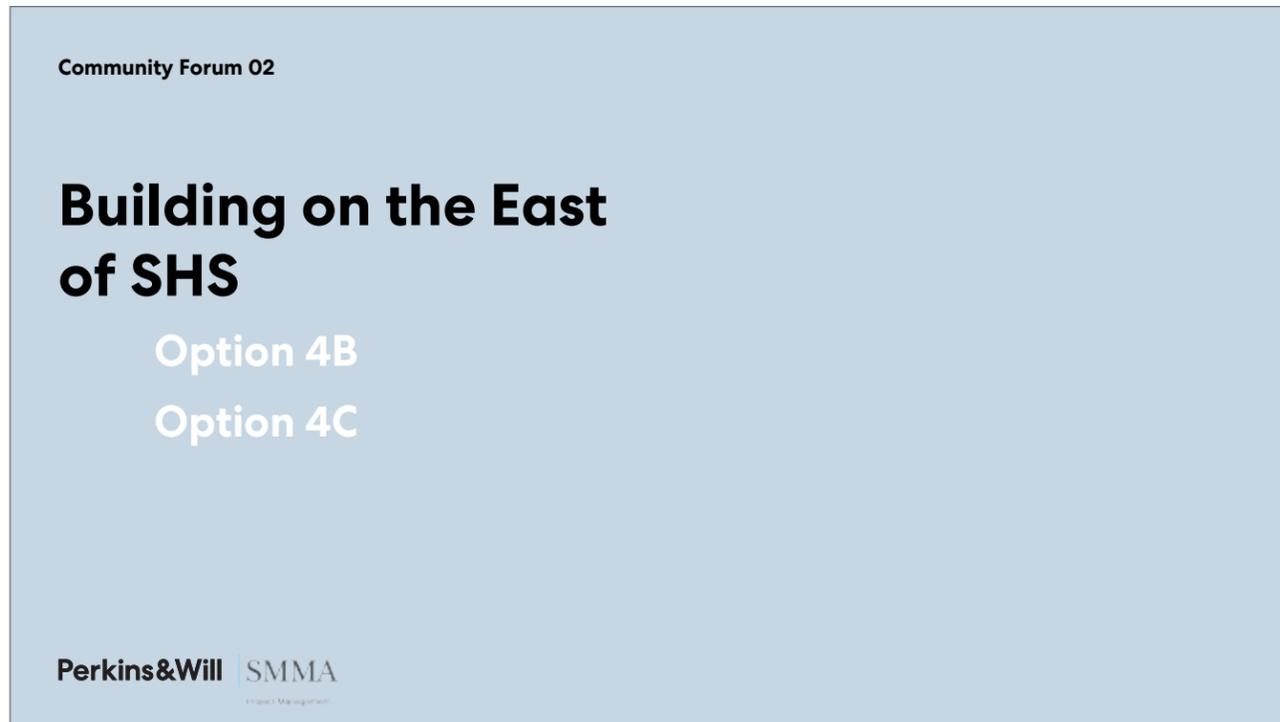
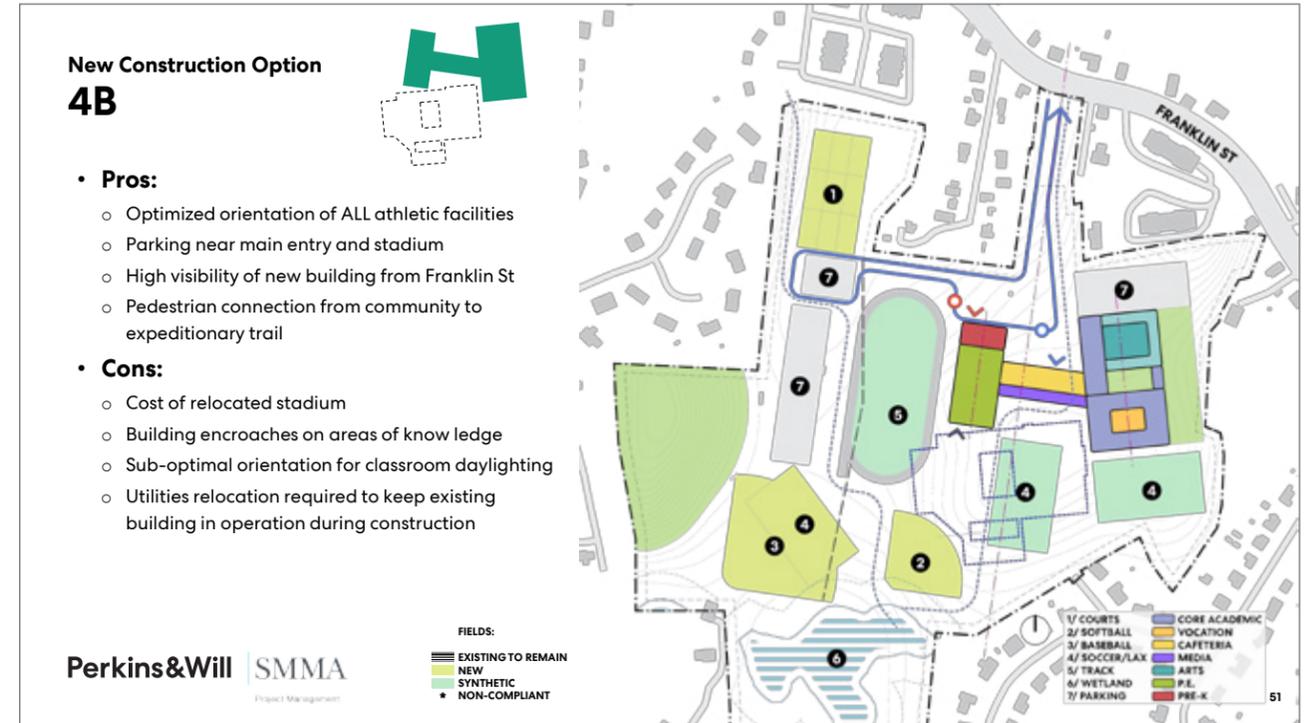
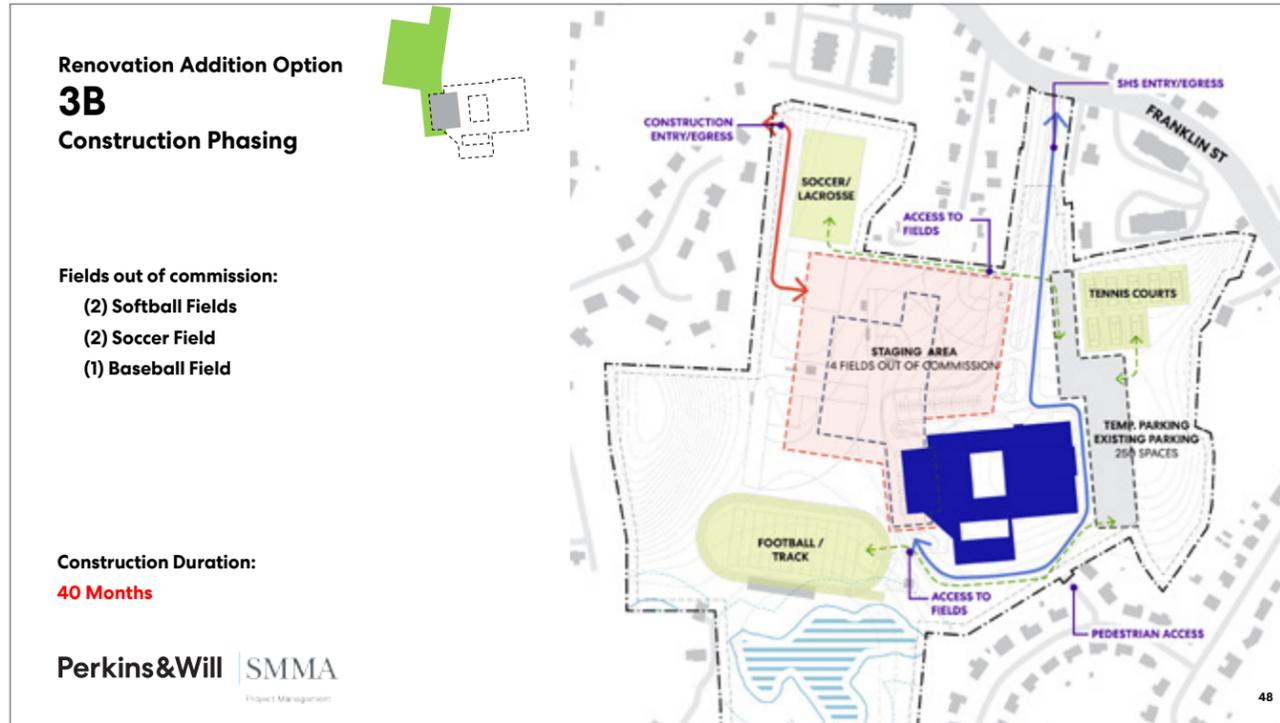


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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

New Construction Option 4C

- Pros:**
 - Minimal change to existing athletic fields
 - Pedestrian connection from community to expeditionary trail
 - May not disturb existing utilities during construction
- Cons:**
 - Parking away from stadium
 - No visibility of new building from Franklin St
 - Cost of relocated stadium
 - Parked cars present poor image of school
 - Sub-optimal orientation for classroom daylighting
 - Exist. fields don't meet size requirements
 - Building is on top of ridge and close to adjacent homes (scale)

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FIELDS:
 ■ EXISTING TO REMAIN
 ■ NEW
 ■ SYNTHETIC
 ■ NON-COMPLIANT

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LEARN ABOUT PROJECT COST

Community Forum 02

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New Construction Option 4C
Construction Phasing

Fields out of commission:
 (2) Softball Fields
 (8) Tennis Courts
 (1) Soccer Field

Construction Duration:
33 Months

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State Reimbursement Incentives

The MSBA will reimburse all Eligible Costs, at a Base Rate of **52.06** plus incentive points for an approved project if accepted by the voters of Stoneham.

Examples of Ineligible Costs include:

- Site Costs over **8%**
- Building Costs over **\$333/SF**
- Gymnasium and Auditorium Space over MSBA Guidelines
- Asbestos Flooring abatement
- Hazardous Material removal associated with sitework
- Concession Stand, Press Box and associated Outdoor Toilet Facilities
- FFE/Technology costs over **\$2,400** per student
- Legal Fees, Moving Expenses, construction contingencies over **1%** for new construction or **2%** for renovation
- Classroom Modulars for swing space

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COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

State Reimbursement Incentives

The MSBA provides incentives to reimburse up to an estimated additional 3.0% to 9.0% of eligible costs. The incentives fall under the following categories:

- Energy Efficiency (2%)
- Renovation (up to 5%)
- Maintenance Programs (up to 2%)

Cost Estimate



	Code Repair Only Option 1	Renovation Only Option 2	Renovation/Addition Option 3A1	Renovation/Addition Option 3A2	Renovation/Addition Option 3B	New Construction Option 4A1	New Construction Option 4A2	New Construction Option 4A3	New Construction Option 4B	New Construction Option 4C
Approximate Total Project Cost	\$114.9M	\$171.2M	\$175.8M	\$175.4M	\$174.8M	\$177.8M	\$180.7M	\$174.7M	\$172.8M	\$173.7M
Approximate Cost to Stoneham	\$114.9M	\$109.2M	\$121.3M	\$121.0M	\$120.4M	\$126.9M	\$129.6M	\$124.0M	\$122.3M	\$123.1M

SHARE YOUR THOUGHTS

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Tell us what you think of the options:

1. Are there other opportunities you would like to see included in the SHS project?
2. Do you have concerns you would like us to know?
3. What is your priority for the SHS project?

Email us: SSBC@Stoneham-Ma.gov

COMMUNITY MEETING PRESENTATION

COMMUNITY MEETING PRESENTATION

Next Steps

- **September 28, 2020** - SSBC to select top 3 to 4 options and vote to submit PDP report to MSBA
- **October 6, 2020** - Submit Preliminary Design Program (PDP) to MSBA
- **October 15, 2020** - SSBC present to Tri Board Meeting
- **October 2020** - Community Forum No. 3
- **December 2020** - Community Forum No. 4
- **February 11, 2021** - Submit Preferred Schematic Report (PSR) to MSBA
- **July 7, 2021** - Submit Schematic Design (SD) documents to MSBA
- **August 25, 2021** - MSBA Board meeting vote to approve project
- **Fall 2021** - Town Vote

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Stoneham School Building Committee

Bi-weekly Meeting Agendas are posted on SSBC Website

Upcoming Meetings:

- **October 13, 2020**
- **October 26, 2020**
- **November 9, 2020**
- **November 23, 2020**
- **December 7, 2020**
- **December 21, 2020**

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COMMUNITY RESOURCES

Stoneham School Building Committee

- Meetings every two weeks.
- Meetings and Agendas are posted on the SSBC Website

SSBC Website:
<https://www.Stoneham-Ma.Gov/hsbc>

Project Email:
SSBC@Stoneham-Ma.gov

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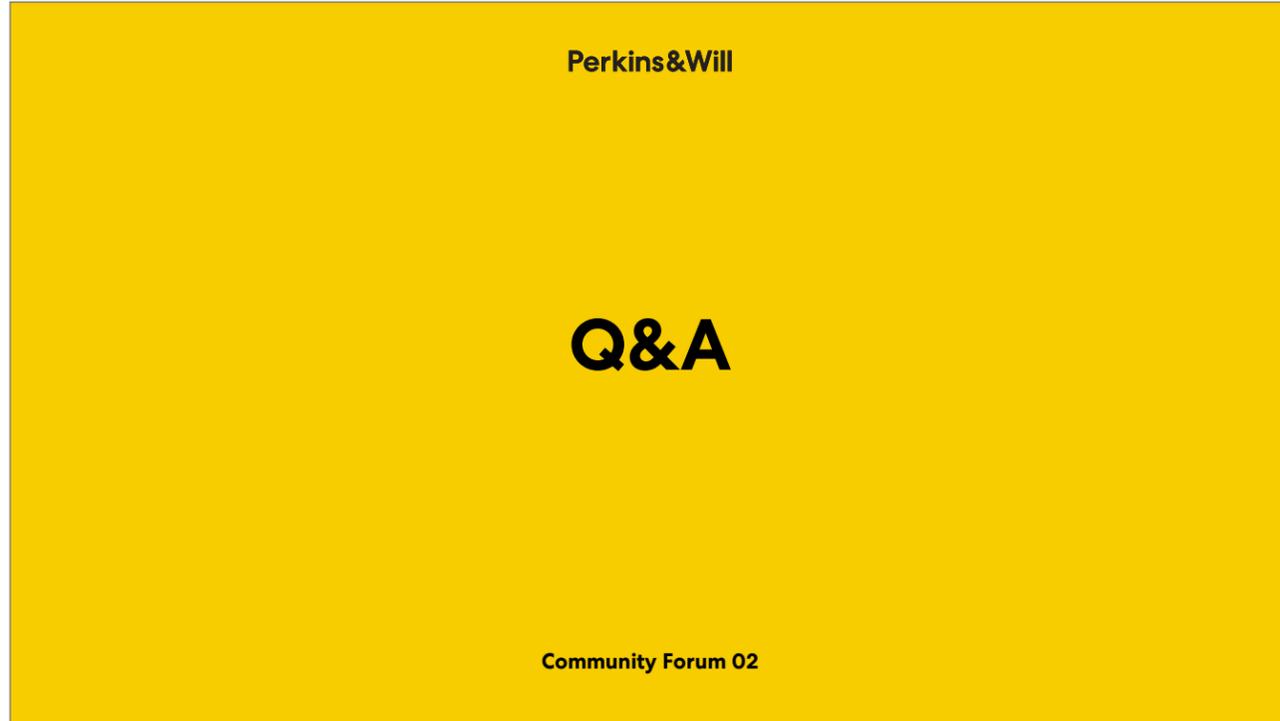
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