

Project Minutes

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

Project No.: 20033
 Meeting Date: 11/9/2020
 Time: 7:00pm
 Meeting No: 13

Attendees:

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

Item #	Action	Discussion
13.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
13.2	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.
13.3	Record	A motion was made by N. Nial and seconded by R. Parker to approve the 10/26/20 School Building Committee meeting minutes. No discussion, motion passed unanimous by roll call vote.
13.4	Record	J. Seeley reviewed the Budget Status Report, dated 10/31/20, attached.
13.5	Record	<p>J. Seeley indicated P&W has requested to change their Traffic Consultant and reviewed Designer Amendment No. 4, dated 11/9/20 voiding Designer Amendment No. 2 for (-\$18,150.00), Designer Amendment No. 5, dated 11/9/20 adding the PDP Phase Traffic Consultancy Services for \$4,166.14 and Designer Amendment No. 6, dated 11/9/20 adding the PSR and SD Phase Traffic Consultancy Services for \$13,970.00 to be charged against ProPay Budget Code 0003-0000, which will have a balance of \$88,266.36 once executed, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> J. Craigie asked if Vanasse & Associates was retained by the Town in the Wiess Farm matter? D. Sheehan indicated yes. <p>A motion was made by R. Parker and seconded by L. Gallagher to approve Designer Amendment No. 4, in the amount of (-\$18,150.00), Designer Amendment No. 5, in the amount of \$4,166.14 and Designer Amendment No. 6, in the amount of \$13,970.00 and recommend signature by D. Sheehan. No discussion, motion passed unanimous by roll call vote.</p>
13.6	J. Seeley	<p>J. Seeley reviewed Warrant No. 5, attached.</p> <p>A motion was made by N. Nial and seconded by C. Mashburn to approve Warrant No. 5. No discussion, motion passed unanimous by roll call vote.</p> <p>J. Seeley to forward Warrant No. 5 to D. Bois for signature.</p>
13.7	Record	J. Seeley distributed and reviewed the PSR Phase Meetings and Agenda Schedule, attached.
13.8	J. Macero	J. Macero to review if there is a Pre-K Guideline that the proposed Pre-K program can be compared to. <i>(from prior meeting)</i>
13.9	J. Macero	J. Macero to review and provide direction on how close the middle school is to capacity and if it will need the space for the potential District Offices in the future? <i>(from prior meeting)</i>

Item #	Action	Discussion
13.10	J. Seeley	<p>Community Forum No. 3, held on Saturday 11/7/20, feedback was reviewed.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none">1. D. Bois indicated there was a good turnout and a good discussion by a community member encouraging the SSBC to continue to assess the economic impact of a high school project on Stoneham’s seniors.2. D. Sheehan indicated the SSBC will continue to work with the Director of Council on Aging on ways to provide the seniors with information on the Feasibility Study.3. R. Parker asked how many community members attended? <i>J. Macero indicated the Forum had about 10 – 12 community members.</i>4. J. Craigie indicated the call-in phone number did not work and S. Iovanni indicated the link was having a connection problem. <i>J. Seeley will follow-up with A. Brough Palmerino.</i>
13.11	P. Cunningham B. Trivas D. Warner	<p>P. Cunningham presented and reviewed Site Plans, Floor Plans, Building Sections and Massing Studies for Renovation Only Option 2A and New Construction Option 4A, and Progress PSR Comments and Responses Spreadsheet, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none">1. B. Trivas provided an overview of the Athletic Interior and Exterior Program meeting held on 11/15/20 and the scope of exterior program that is included in each option.2. B. Trivas indicated the existing parking lots accommodate approximately 350 parking spaces. Options 2A and 4A accommodate approximately 275 parking spaces.3. J. Macero indicated reducing parking spaces is a concern.4. J. Macero asked how is the Auditorium accessed in Option 4A? <i>P. Cunningham indicated the Auditorium can be accessed at the back of the seating area, at its second level, from the Level 1 Main Lobby, or from the front, at the stage area, from the Level 00 Spartan Place/Cafeteria.</i>5. J. Macero indicated concern with the location of the PreK playground not being adjacent to the building.6. D. Bois asked if emergency access is being provided around the building in Option 4A? <i>P. Cunningham indicated the landscaped pathway could be designed to accommodate emergency vehicle access.</i>

Item #	Action	Discussion
		<p>7. D. Sheehan indicated the Chief Grafton had requested a separate emergency access onto the site. <i>P. Cunningham will indicate the location on the site plans.</i></p> <p>8. D. Bois indicated concern with the cost and logistics impact of constructing classrooms over the long-span Gymnasium structure in Option 4A. <i>P. Cunningham will review modifying the classroom floors to be more of a "Y" form to follow the main floor structure.</i></p> <p>9. D. Bois asked P&W to determine the cost impact of relocating the Football/Track complex versus keeping the Football/Track complex in its current location. <i>B. Trivas to provide a cost analysis for the next Committee meeting.</i></p> <p>10. J. Craigie asked if angled parking spaces can be added to the entry drive? <i>D. Warner indicated that day-to-day parking along the entry drive would not be recommend due to the potential impact to the flow of traffic during drop-off and pick-up. Angled parking along the entry drive for events would be recommended.</i></p> <p>11. P. Ryder asked what is the intended use of the half-sized field? <i>D. Pignone indicated the half-sized field provides space for practice, particularly during soccer season when there are potentially six soccer teams needing fields for practice at the same time.</i></p> <p>12. J. Macero asked how will visitors access their bleachers at the Football Field? <i>B. Trivas indicated visitors could access their bleachers from the parking lot along the walkway that extends around the north side of the field.</i></p> <p>13. D. Sheehan indicated the site plan feels very athletic heavy, are there any opportunities for providing outdoor learning spaces? <i>P. Cunningham indicated yes, spaces for outdoor learning can be accommodated in the plan.</i></p> <p>14. S. Iovanni asked if a community garden can be accommodated in the plan, as was requested by a community member at Community Forum No. 2? <i>D. Warner indicated yes, a space for a community garden can be accommodated in the plan.</i></p> <p>15. M. Christie asked if an elevated parking deck could be an option to increase the parking spaces to 350? <i>D. Bois indicated the cost for an elevated parking deck would be prohibitively expensive.</i></p>

Item #	Action	Discussion
		<p>16. J. Craigie indicated 350 parking spaces should be provided and the PreK playground should be moved closer to the building.</p> <p>17. J. Macero indicated dedicated parking for the PreK parents to park and walk their children into the building also needs to be provided. <i>B. Trivas will calculate the PreK spaces required and show on the site plan.</i></p> <p>18. D. Bois asked if parking on the stepped terraces of the existing tennis courts is efficient? <i>D. Warner indicated the parking lot has been laid out, following the terraces, and the spaces are included in the 275 parking spaces count.</i></p> <p>19. S. O'Neill asked P&W review the Zoning Bylaw for the required amount of parking spaces. <i>J. Craigie indicated parking counts may be exempt by the Dover Amendment.</i> <i>D. Warner will review the Zoning Bylaw and provide direction at the next Committee meeting.</i></p> <p>The Committee gave the following direction: 1) provide a minimum of 350 parking spaces, 2) eliminate the half-size playfield, and 3) locate the PreK playground adjacent to the building and provide dedicated PreK parking.</p>
13.12	J. Seeley	<p>J. Seeley reviewed the updated Summary of Major Cost Components related to Approximate Reimbursement Assumptions, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> D. Bois asked for the list to be modified to break out the costs in a series of categories: Base High School Project followed by a listing of the Community Related Enhancements such as the synthetic playfields, concession/locker room building, traffic signals, PreK Program, District Offices, Larger Auditorium, Larger Gymnasium, District Kitchen. <i>J. Seeley to update for the next Committee meeting.</i> D. Bois indicated the potential revenue offsets for playfield rental and operating cost offsets for the ZNE need to be determined.
13.13	B. Lombardi J. Macero B. Trivas J. Seeley	<p>J. Seeley distributed and reviewed the MSBA Comments on the PDP Submission, dated 11/6/20 and provided an overview of the conference call held with MSBA and B. Lombardi, J. Macero, B. Trivas, and J. Seeley on 11/2/20. B. Lombardi, J. Macero, B. Trivas, and J. Seeley are developing the District's response to the comments, which is due 11/20/20.</p> <p>Committee Discussion:</p>

Item #	Action	Discussion
		<p>1. S. Iovanni asked if the MSBA comments were typical for the PDP phase? <i>J. Seeley indicated yes, the comments are typical and the spaces MSBA has indicated as ineligible for reimbursement are similar to what had been factored in the PDP Cost and Reimbursement models, with the exception of the PreK Program, which MSBA has indicated potentially only the PreK classrooms may be reimbursable.</i></p>
13.14	D. Sheehan B. Trivas J. Seeley	<p>J. Seeley indicated a discussion relative to the high school being a shelter was brought up at the last Green Building Initiatives meeting on 10/26/20 and P&W needs to be provided further direction on the extent and scope of the shelter program. D. Sheehan, B. Trivas and J. Seeley to develop a potential extent and scope for Committee review.</p>
13.15	PR Subcommittee	<p>Subcommittee Updates Public Relations Subcommittee</p> <p>1. S. Iovanni asked for confirmation from the SSBC that the PR Subcommittee has the authority to issue press releases, information and surveys without receiving formal prior SSBC approval on such, with the stipulation that all such press releases, information and surveys will be copied to the SSBC for record. <i>M. Christie and D. Bois indicated the PR Subcommittee has the authority and if the PR Subcommittee has any doubt on the documents, contact M. Christie or D. Bois for review.</i></p> <p>2. S. Iovanni reviewed the 10/28/20 PR Subcommittee Meeting minutes and Community-Wide Survey No. 1, which is currently underway, will close on 11/12/20, and the results of which will be reviewed at the 11/23/20 SSBC Meeting. Community-Wide Survey No. 2 will be released on 12/8/20, close on 12/15/20 and the results of which will be reviewed at the 12/16/20 SSBC meeting.</p> <p>Green Building Initiatives</p> <p>1. J. Seeley reviewed the 10/26/20 Green Building Initiatives Meeting minutes, attached.</p> <p>CM at Risk Prequalification Committee</p> <p>1. J. Seeley indicated the CM at Risk Prequalification Committee met on 11/2/20, reviewed the Application to the Inspector General Office, the prequalification and selection timeline, and the draft RFQ. The RFQ will be issued on 11/11/20 with Qualification packages due 12/2/20.</p>
13.16	Record	Committee Questions - none

Item #	Action	Discussion
13.17	Record	Old or New Business - none
13.18	Record	Public Comment - none
13.19	Record	Next SBC Meeting: November 23, 2020 at 7:00 pm.
13.20	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, Budget Status Report, Designer Amendment No. 4, Designer Amendment No. 5, Designer Amendment No. 6, Warrant No. 5, PSR Phase Meetings and Agenda Schedule, Email from Community Member from Community Forum No.3, Major Cost Components related to Approximate Reimbursement Assumptions, MSBA Comments on the PDP Submission, dated 11/6/20, 10/28/20 PR Subcommittee Meeting minutes, 10/26/20 Green Building Initiatives 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

Agenda

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

Project No.: 20033
Meeting Date: 11/9/2020
Meeting Time: 7:00 PM

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices and Commitments
4. Schedule and Budget Update
5. Feedback from Community Forum No. 3
6. Construction Alternatives Update
7. Cost Model Follow-up
8. Review MSBA Comments on PDP Submission
9. Emergency Shelter Review
10. Subcommittee Updates
 - Review Authority of Subcommittee
11. New or Old Business
12. Committee Questions
13. Public Comments
14. Next Meeting: November 23, 2020
15. Adjourn

Join GoToMeeting:

<https://global.gotomeeting.com/join/259038333>

Dial-In: [+1 \(669\) 224-3412](tel:+16692243412)

Access Code: 259-038-333

**Stoneham High School Feasibility Study
Stoneham, Massachusetts**

10/31/2020

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%	\$ -	\$ 28,000.00	22%	\$ 102,000.00	\$ 102,000.00
0002-0000	A/E Feasibility Study/Schematic Design	\$ 465,000.00	\$ (45,000.00)	\$ 420,000.00	\$ 420,000.00	100%	\$ -	\$ 75,000.00	18%	\$ 345,000.00	\$ 345,000.00
0003-0000	Environmental & Site	\$ 60,000.00	\$ 100,000.00	\$ 160,000.00	\$ 71,733.64	45%	\$ 88,266.36	\$ 13,750.00	19%	\$ 57,983.64	\$ 146,250.00
0004-0000	Other	\$ 37,500.00	\$ 2,500.00	\$ 40,000.00	\$ 8,114.08	20%	\$ 31,885.92	\$ 614.08	8%	\$ 7,500.00	\$ 39,385.92
	SUBTOTAL	\$ 750,000.00		\$ 750,000.00	\$ 629,847.72		\$ 120,152.28	\$ 117,364.08	19%	\$ 512,483.64	\$ 632,635.92

**** Committed from Other**

	e	Amount	
Stoneham Independent	\$	230.81	Advertisement in Stoneham Independent for Designer Procurement
Andrew T. Johnson / SMMA	\$	383.27	Designer Proposal Production for Designer Procurement
MassSave ZNE Expert ESA	\$	7,500.00	Cost Share for Thornton Tomasetti
	\$	8,114.08	

Memorandum

To: Stoneham School Building Committee Date: 11/9/2020
From: Joel G. Seeley Project No.: 20033
Project: Stoneham High School Feasibility Study
Re: Designer Amendment No. 4: Voids Designer Amendment No. 2 for Traffic Consulting Services
Distribution: Stoneham School Building Committee (MF)

DESIGNER AMENDMENT NO. 4: VOID DESIGNER AMENDMENT NO. 2 FOR TRAFFIC CONSULTING SERVICES

FEE: (\$18,150.00)

REASON: Void Designer Amendment No. 2 – Traffic Consulting Services. The Designer has requested to change the traffic consulting firm. Traffic services will be performed under Designer Amendment Nos. 5 and 6 issued under separate cover.

BUDGET AVAILABILITY: The Environmental & Site Survey Budget, ProPay Code 0003-0000, which has a current balance of \$88,252.50, will be increased by \$18,150.00.

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 4

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 November 9, 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	\$ 71,747.50	(\$ 18,150.00)	\$ 228,597.50
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	\$ 71,747.50	(\$ 18,150.00)	\$ 473,597.50

This Amendment is a result of: Void Amendment No. 2 for Traffic Consulting Services.

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 _____

Memorandum

To: Stoneham School Building Committee
From: Joel G. Seeley
Project: Stoneham High School Feasibility Study
Re: Designer Amendment No. 5: Traffic Consulting Services
Distribution: Stoneham School Building Committee (MF)

Date: 11/9/2020
Project No.: 20033

DESIGNER AMENDMENT NO. 5: TRAFFIC CONSULTING SERVICES

FEE: \$4,166.14

REASON: This Amendment No. 5 is for the PDP Phase related Traffic Consultancy Services performed by Nelson Nygaard. The balance of the Traffic Consulting Services will be performed Vanasse & Associates, Inc. under Designer Amendment No. 6.

BUDGET AVAILABILITY: This Amendment would be funded out of the Environmental & Site Survey Budget, ProPay Code 0003-0000, which has the current balance of \$106,402.50.

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 5

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 November 9, 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	\$ 53,597.50	\$ 4,166.14	\$ 232,763.64
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	\$ 53,597.50	\$ 4,166.14	\$ 477,763.64

This Amendment is a result of: Providing Traffic Consulting Services to be funded out of MSBA ProPay 0003-0000.

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 _____

Memorandum

To:	Stoneham School Building Committee	Date:	11/9/2020
From:	Joel G. Seeley	Project No.:	20033
Project:	Stoneham High School Feasibility Study		
Re:	Designer Amendment No. 6: Traffic Consulting Services		
Distribution:	Stoneham School Building Committee (MF)		

DESIGNER AMENDMENT NO. 6: TRAFFIC CONSULTING SERVICES

FEE: \$13,970.00

REASON: This Amendment is for the PSR Phase and Schematic Design Phase Traffic Consulting Services to be performed by Vanasse & Associates, Inc.

BUDGET AVAILABILITY: This Amendment would be funded out of the Environmental & Site Survey Budget, ProPay Code 0003-0000, which has the current balance of \$102,236.36.

ATTACHMENT F

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 6

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 November 9, 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	\$ 57,763.64	\$ 13,970.00	\$ 246,733.64
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	\$ 57,763.64	\$ 13,970.00	\$ 491,733.64

This Amendment is a result of: Providing Traffic Consulting Services to be funded out of MSBA ProPay 0003-0000.

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 _____

Perkins&Will

11.6.2020

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

Re: Stoneham High School / Additional Services #4 Attachment F

Dear Mr. Sheehan,

As requested, and required, attached and noted herein, are the additional services for the Traffic Engineering and Transportation Planning Services. We have attached the Vanasse & Associates Proposal dated November 6, 2020 for the Stoneham High School which is currently in the Feasibility Study phase. Nelson Nygaard completed the scope of services for the PDP phase, and those expenses are not reflected in this proposal and will be paid to Nelson Nygaard outside of this Attachment F, Additional Services #4.

Project Overview

The additional service request is for the Traffic Engineering and Transportation Planning Services and report required for Modular 3/ PSR and SD 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 11.6.2020.

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.

PSR/ SD Traffic Engineering + Transportation \$ 13,970

11.6.2020
Stoneham High School /
Additional Services #4
Attachment F

Please see the attached proposal from Vanasse & Associates

Thank you,

A handwritten signature in black ink, appearing to read 'Brooke Trivas', with a horizontal line extending to the right.

Brooke Trivas
Principal, Practice Leader for Perkins and Will

cc; Joel Seely – SMMA, file

Ref: 8793

November 6, 2020

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

Re: New Stoneham High School
149 Franklin Street
Stoneham, Massachusetts

Dear Brooke:

Vanasse & Associates, Inc. (VAI) is pleased to submit this proposal for providing Traffic Engineering and Transportation Planning Services in support of the proposed new Stoneham High School to be located at 149 Franklin Street in Stoneham, Massachusetts. Our work effort has been designed to meet the requirements of the Town and will be completed in accordance with the Massachusetts Department of Transportation (MassDOT) *Transportation Impact Assessment (TIA) Guidelines*.

The enclosed Scope of Services describes the elements for the initial phases of work. The results of our work effort will be summarized in a report submitted to you for review. We envision a multiple-element work program with the municipality and State which is summarized below by element, phase and task.

	Phase/Task
Element I	1.0 Feasibility Study (FS) – Traffic (Module 3) – <i>Enclosed</i> 2.0 Schematic Design (SD) - Traffic (Module 4) – <i>Enclosed</i> 3.0 Project and Public Meetings – <i>Enclosed</i>
Element II	4.0 Environmental Notification Form (ENF) Traffic Component – <i>Not Required</i> 5.0 Draft Environmental Impact Report (Draft EIR) Traffic Component – <i>Not Required</i> 6.0 Final Environmental Impact Report (Final EIR) Traffic Component – <i>Not Required</i> 7.0 Section 61 Finding – <i>Not Required</i> 8.0 State Highway Access Permit Application – <i>Not Required</i>
Element III	9.0 Construction Documents – <i>To be Submitted When Requested</i> 9.1 Construction Services – <i>To be Submitted When Requested</i>

We propose to complete the Scope of Services as described within a maximum fee for labor as follows.

Phase	Element I - Tasks	Fee	Schedule	Payment Method
1.0	FS – Traffic (Module 3)	\$ 1,700	2 Weeks	Lump Sum
2.0	SD – Traffic (Module 4)	6,000	4 Weeks	Lump Sum
3.0	Project and Public Meetings (up to 5 meetings)	5,000	As Required	T&M
	Element II - Tasks			
4.0	ENF - Traffic Component	Not Required		
5.0	Draft EIR - Traffic Component	Not Required		
6.0	Final EIR - Traffic Component	Not Required		
7.0	Section 61 Finding	Not Required		
8.0	State Highway Access Permit Application	Not Required		
	Element III - Tasks			
9.0	Construction Documents	To be Submitted When Requested		
9.1	Construction Services	To be Submitted When Requested		
	Data Collection (Phases 1.0 and 2.0)	Included		
	Direct Expenses (Phases 1.0, 2.0 and 3.0)	<u>Included</u>		
	TOTAL Phases 1.0, 2.0 and 3.0	\$ 12,700		

T&M = Time and materials

The total fee to complete the Feasibility Study (Phase 1.0) is \$1,700 and the subsequent Schematic Design (Phase 2.0) is \$6,000, including data collection (traffic counts and field measurements) and direct expenses. An initial budget of \$5,000 has been established for the participation in up to five (5) meetings in support of the project. Meeting costs will be billed on a time and materials basis in accordance with the attached billing rates. Our attendance at meetings is at your direction and discretion.

We are prepared to initiate work and complete the enclosed effort after receipt of the signed agreement. Written authorization must be received before work can begin. If you are in agreement with the attached Scope of Services and terms and conditions of the Agreement, please countersign the original and return it to our office.

We look forward to assisting you with this project. If you should have any questions regarding this agreement or the enclosed materials, please feel free to contact me.

Sincerely,

VANASSE & ASSOCIATES, INC.



Jeffrey S. Dirk, P.E., PTOE, FITE
Managing Partner

Enclosure

cc: DRB



AGREEMENT FOR PROFESSIONAL SERVICES

BETWEEN

VANASSE & ASSOCIATES, INC.

AND

PERKINS & WILL

NOVEMBER 6, 2020

This Agreement is composed of Part I and Part II. Part I includes details of the services to be performed, client-furnished information, timing of the services, and compensation. Part II (attached) contains the Terms and Conditions of Agreement, which are the general terms of the engagement between Perkins & Will, hereinafter called the CLIENT, and Vanasse & Associates, Inc. (VAI).

PART I

PROJECT DESCRIPTION

VAI will provide Traffic Engineering and Transportation Planning Services in support of the proposed new Stoneham High School to be located at 149 Franklin Street in Stoneham, Massachusetts. The study area will be limited to the roadways in the vicinity of the project site as defined herein.

SCOPE OF SERVICES

1.0 Feasibility Study (FS) - Traffic (Module 3)

VAI will provide the following services in support of the Feasibility Study for the project:

- Review previous studies of the area, including studies by other consultants, the state, regional planning agencies, and the local community, in addition to any past VAI efforts.
- Consult with the development team to determine permitting strategy and timelines, evaluate local and state requirements, and review the history and previous efforts, if any, at the site and adjacent properties.
- Visit the site to update available information and observe factors that can affect access, circulation and the selection of potential improvement strategies.
- With prior approval of CLIENT, consult with local and state officials to review permitting procedures, submission requirements and design standards.



- Obtain from available sources manual turning-movement and vehicle classification counts for a three-hour weekday morning period (6:00 to 9:00 AM) and two-hour weekday evening period (4:00 to 6:00 PM) at the following intersections:
 - Franklin Street at Stevens Street
 - Franklin Street at Franklin Place
- Existing traffic volumes will be seasonally adjusted to average-month conditions, if necessary, in accordance with MassDOT requirements and further adjusted to 2020 conditions to the extent that historic traffic count data is used. If supplemental traffic count data is required, the collected data will be adjusted following MassDOT’s guidance for the use of traffic counts conducted during the COVID-19 pandemic and the Governor’s phased “Reopening Massachusetts” strategy.

2.0 Schematic Design (SD) - Traffic (Module 4)

VAI will provide the following services in support of the Schematic Design phase for the project:

- Estimate future No-Build traffic volumes from historic traffic counts and from information on recently approved or proposed projects. Increases in background traffic growth will then be established and applied to the existing traffic-flow networks to develop the base future No-Build analysis networks. The future conditions horizon year shall be established as a 7-year projection from the base year (existing condition) in accordance with MassDOT guidelines.
- Estimate traffic generated by the project based on trip-generation data available from the Institute of Transportation Engineers (ITE)¹ or other appropriate source for each analysis period (average weekday and weekday morning and evening peak hours). Traffic volumes expected to be generated by the project will be added to the future No-Build traffic volumes to establish the Build condition traffic volumes.
- Assess volume-to-capacity ratios, level of service, and vehicle queuing for existing and future conditions at the intersections of Franklin Street at Franklin Place and Franklin Street at Stevens Street. The traffic analysis will be based on the existing street system and any planned roadway improvements. The extent and nature of any system deficiencies will also be identified. The analysis will be formatted using the accepted Highway Capacity Manual (HCM)² methodology and associated software. The following analysis conditions will be examined:
 - Future conditions without the proposed project (No-Build condition) – 2027
 - Future conditions with the proposed project (Build condition) – 2027 unmitigated
 - Future conditions with the proposed project (Build condition) – 2027 mitigated
- Define at a conceptual level off-site transportation infrastructure improvements that may be necessary to: i) provide safe and efficient access to the project; ii) address current deficiencies; and iii) accommodate project-related traffic (motor vehicles, pedestrians and bicyclists, as appropriate). Up to two (2) conceptual designs will be developed for improvements at the Franklin Street/Franklin Place intersection. Preliminary construction cost estimates will be developed for identified roadway/intersection improvements for CLIENT use.

¹*Trip Generation*, 10th Edition; Institute of Transportation Engineers; Washington, DC; 2017.

²*Highway Capacity Manual*, National Academy of Sciences, Transportation Research Board; Washington, D.C.; 2010.



- Assist the project team in the design of circulation within the project site, including student drop-off/pick-up, school bus circulation, parking layout and pedestrian and bicycle accommodations.
- Prepare a draft report summarizing the results of the analysis for CLIENT review and comment.
- Prepare a final report, upon CLIENT review and approval of the draft, which incorporates pertinent comments for use in submitting to the project approval process.

3.0 Project and Public Meetings

VAI will participate in up to five (5) project team meetings and/or public presentations with local and state officials as requested by the CLIENT. Services include preparation, travel, attendance and supporting graphics. Meeting costs will be billed on a time and materials basis.

4.0 Environmental Notification Form (ENF) (Not Required)

5.0 Draft Environmental Impact Report (Not Required)

6.0 Final Environmental Impact Report (Not Required)

7.0 Section 61 Finding (Not Required)

8.0 State Highway Access Permit Application (Not Required)

9.0 Construction Documents (To be Submitted When Requested)

9.1 Construction Services (To be Submitted When Requested)

CLIENT-FURNISHED INFORMATION

It is understood that VAI will perform services under the sole direction of the CLIENT. In the performance of these services, VAI will coordinate its efforts with CLIENT and other consultants retained by the CLIENT, as required. The CLIENT shall provide or authorize VAI to obtain on CLIENT's behalf project-related technical data including, but not limited to, the following as may be applicable to the project:

- Site plans in electronic (AutoCad) format
- Engineering survey of the property in electronic (AutoCad) format
- Roadway plans in electronic (AutoCad) format
- Prior traffic studies and/or plans prepared in support of the project
- Information related to the prior or approved use of the site as available
- Prior conditions of approval issued for the project site

VAI will rely upon the accuracy and completeness of CLIENT-furnished information in connection with the performance of services under this Agreement.



SCHEDULE

VAI will require four (4) each weeks to complete the Feasibility Study and Schematic Design phase for CLIENT review. This schedule begins on the date written authorization to proceed is received. The schedule is also subject to timely delivery of information promised by the CLIENT and is exclusive of CLIENT and local review of interim products. If the CLIENT requests that work under this Agreement be stopped, the schedule and fee are subject to re-negotiation when written authorization to proceed is received.

COMPENSATION

VAI will perform the Scope of Services as outlined in this Agreement for up to \$12,700 as follows:

Phase	Element I - Tasks	Fee	Schedule	Payment Method
1.0	FS – Traffic (Module 3)	\$ 1,700	2 Weeks	Lump Sum
2.0	SD – Traffic (Module 4)	6,000	4 Weeks	Lump Sum
3.0	Project and Public Meetings (up to 5 meetings)	5,000	As Required	T&M
	Element II - Tasks			
4.0	ENF - Traffic Component	Not Required		
5.0	Draft EIR - Traffic Component	Not Required		
6.0	Final EIR - Traffic Component	Not Required		
7.0	Section 61 Finding	Not Required		
8.0	State Highway Access Permit Application	Not Required		
	Element III - Tasks			
9.0	Construction Documents	To be Submitted When Requested		
9.1	Construction Services	To be Submitted When Requested		
	Data Collection (Phases 1.0 and 2.0)	Included		
	Direct Expenses (Phases 1.0, 2.0 and 3.0)	<u>Included</u>		
	TOTAL Phases 1.0, 2.0 and 3.0	\$ 12,700		

T&M = Time and materials

A separate budget has been established for meetings to facilitate the tracking of meeting costs internally. Meetings costs will be billed on a time and materials basis in accordance with the attached billing rates. Our attendance at meetings is at CLIENT's direction and discretion.

In addition to the above labor compensation, VAI shall be reimbursed for expenditures made specifically for the project, such as printing and reprographics, travel and subsistence, data collection, telephone charges, shipping, postage, and courier service charges, purchase of maps and similar documents, etc. These direct expenses will be billed at cost. An estimate of anticipated direct expenses for the project is included in the above table for budgeting purposes.



SERVICES NOT INCLUDED

The following services may be required at a future date but are not included in this Agreement at this time:

- Preparation of an Environmental Notification Form (ENF); Notice of Project Change (NPC); Draft Environmental Impact Report (DEIR); and/or Final Environmental Impact Report (FEIR).
- Preparation of any detailed engineering design or permit applications.
- Analysis of Existing Conditions or additional intersections and/or scenarios not specified as a part of the scope of work contained herein.

When services are required in these areas, or areas not previously described, we will prepare a proposal or amendment, at the CLIENT’s request, that contains the Scope of Services, fee, and schedule required to complete the additional items.

CLIENT CONFIRMATION AND AUTHORIZATION

CLIENT agrees with and accepts this proposal for professional services. CLIENT also agrees with the Terms and Conditions of Agreement, which is attached, and acknowledges this as being received. Together these constitute the entire agreement between Vanasse & Associates, Inc. and CLIENT.

CLIENT certifies that funds or financing are available to meet their financial commitments and maintain the payment schedule under the terms and conditions of this Agreement.

Agreed and Accepted for:

PERKINS & WILL

By: _____
Authorized Agent

Title: _____

Date: _____

Total Upset Limit: \$12,700

Phase	Fee
1.0	\$ 1,700
2.0	6,000
3.0	<u>5,000</u>
LABOR TOTAL	\$ 12,700
Data Collection	Included
Direct Expenses (Estimated)	<u>Included</u>
TOTAL	\$ 12,700

VANASSE & ASSOCIATES, INC. AUTHORIZATION

By: Jeffrey S. Dirk
Jeffrey S. Dirk, P.E., PTOE, FITE

Title: Managing Partner

Date: 11/6/20



PART II

VANASSE & ASSOCIATES, INC. (VAI) TERMS AND CONDITIONS OF AGREEMENT

The engagement of Vanasse & Associates, Inc. (VAI) by CLIENT is under the following terms and conditions and is an integral part of the collective Agreement between CLIENT and VAI.

1. The fee estimate for the proposed Scope of Services, attached hereto as Part I and incorporated herein by reference, is valid for sixty (60) days from the date of the proposal.
2. Full and timely payment of all amounts due and owing to VAI is the sole responsibility of CLIENT and may not be subject to any third-party agreements.
3. The CLIENT may terminate this Agreement at any time by giving VAI ten (10) days written notice. In such event, all finished or unfinished documents prepared by VAI shall at the option of the CLIENT become the CLIENT's property, subject to the Terms and Conditions of paragraph 12 of this Agreement. In the event of termination, VAI will be paid for all services performed up to the date of termination, including those expenditures necessary for the orderly termination of work, and all costs of settling or discharging outstanding obligations incurred by VAI with respect to the terminated services and work under this Agreement.
4. All time schedules set forth in Part I shall commence upon receipt of a signed Agreement and a retainer in the amount set forth below. All retainer amounts will be applied to the final invoice. A RETAINER OF \$0.00 IS REQUIRED BEFORE WORK CAN COMMENCE UNDER THE AGREEMENT.
5. VAI is not obligated to perform any services not explicitly set forth in Part I. Should CLIENT request that VAI perform any services in addition to those explicitly set forth in Part I, VAI may, in its sole discretion, agree to perform such additional services. Before VAI will begin performance of any such additional services, VAI and CLIENT must enter into a written agreement regarding the scope of, and the compensation to be paid for, such additional services.
6. VAI will render invoices monthly. All invoices are due upon receipt by CLIENT. Any invoice outstanding for more than thirty (30) days after the date of the invoice will be subject to financing charge of 1.5 percent per month. VAI will render all invoices on a VAI standard form.
7. Should it become necessary to utilize legal or other resources to collect any or all monies rightfully due for services rendered under this Agreement, VAI shall be entitled to full reimbursement of all such costs, including reasonable attorney's fees, as part of this Agreement.
8. Invoice payments must be kept current for work to continue. If CLIENT fails to pay any invoice due and owing VAI within fifteen (15) days of the date of CLIENT's receipt of the invoice, VAI may, in its sole discretion and without waiving any other claim or right against CLIENT, pursue, without limitation, any course of action available at law or in equity, and/or any one or more of the following courses of action:
 - (a) Suspend all services under this Agreement until CLIENT has paid all amounts due and owing VAI and/or any of its Consultants or Subcontractors;



- (b) Withhold any documents prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement from CLIENT and/or any third-party;
- (c) Notify any third-party to which any documents prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement of CLIENT's failure to pay all amounts due and owing to VAI;
- (d) Request the immediate return of all documents prepared by VAI and/or any of its Consultants or Subcontractors under this Agreement from CLIENT and/or any third-party; and/or
- (e) Deliver a statement to any one or more persons it selects withdrawing support for any documents prepared by VAI and/or any of its Consultants or Subcontractors under this Agreement.

In the event that CLIENT fails to pay VAI, CLIENT agrees to return all documents furnished to it by VAI under this Agreement within fifteen (15) days of a request for such made by VAI.

9. VAI agrees to carry the following insurance during the term of this Agreement: Workers' Compensation, General Liability, Professional Liability, and Comprehensive Automobile Liability. VAI shall maintain during the performance of this Agreement insurance coverage as follows:

General Liability

\$2,000,000 per occurrence;
 \$4,000,000 aggregate for products and completed operations;
 \$4,000,000 general aggregate.

Automobile Liability

\$1,000,000 per accident for bodily injury and property damage.

Umbrella Liability

\$5,000,000 per occurrence and aggregate

Employer's Liability

\$1,000,000 per accident for bodily injury or disease.

Worker's Compensation

Statutory.

Professional Liability

\$2,000,000 per claim and aggregate limit.

Insurance coverage shall be provided by a company or companies licensed to do business in the State of Massachusetts. Such insurance shall name the CLIENT as additional insured.

Certificates of Insurance will be furnished upon request. If the CLIENT requires insurance coverage or limits in excess of VAI's normal policies, and it is available, CLIENT agrees to reimburse VAI for such additional expenses.



PART II (Continued)

**VANASSE & ASSOCIATES, INC. (VAI)
TERMS AND CONDITIONS OF AGREEMENT**

10. VAI agrees, to the fullest extent permitted by law, to indemnify and hold harmless CLIENT, its officers, directors and employees (collectively, the CLIENT) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by VAI's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom VAI is legally liable.

CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless VAI, its officers, directors, employees and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the CLIENT's negligent acts in connection with the Project and the acts of its contractors, subcontractors or consultants or anyone for whom the CLIENT is legally liable.

Neither the CLIENT nor VAI shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

11. VAI shall not be responsible for any damages arising from failure to perform, or delay in the performance of, services identified in Part I which failure or delay arises out of causes beyond VAI's control or without negligence on the part of VAI. VAI shall not be responsible for any consequential damages, including, without limitation, any delay or expense arising out of the exercise by VAI or any right provided to VAI under this Agreement, including, without limitation, the rights to suspend services, withhold documents, and withdraw support as described in paragraph 8. VAI's liability under this Agreement is limited to the total of all fees paid to VAI by CLIENT under this Agreement.
12. All documents including, without limitation, all Drawings and Specifications, prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement are the property of VAI; provided, however, that CLIENT shall have full ownership of all documents, including without limitation, all Drawings and Specifications, prepared by VAI and/or any of its Consultants or Subconsultants under this Agreement once CLIENT has paid for the same.

VAI does not represent that any documents prepared by VAI and/or any of its Consultants or Subcontractors pursuant to this Agreement are suitable for use in connection with any extension of the current Project or any other project.

If CLIENT uses any such documents in violation of this paragraph, CLIENT shall:

- (a) Be liable for, and indemnify and hold harmless VAI from, all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from such use, and
- (b) In addition to paying all invoices due and owing for services provided under this Agreement, pay VAI the amount of the fee estimate set forth in Part I as liquidated damages presenting a reasonable estimate of the compensation to which VAI would be entitled for generating documents for such use.



PART II (Continued)

**VANASSE & ASSOCIATES, INC. (VAI)
TERMS AND CONDITIONS OF AGREEMENT**

13. This Agreement may only be modified in writing and signed by CLIENT and VAI. No act or failure to act by VAI waives any rights provided to VAI under this Agreement or by operation of law.
14. This Agreement constitutes the entire agreement between CLIENT and VAI regarding the services specified in Part I. In entering into this Agreement, CLIENT has not relied upon any warranties, representations, or statements not set forth herein. No verbal warranties, representations, or statements shall be considered a part of this Agreement or a basis upon which CLIENT relied in entering into this Agreement.



VANASSE & ASSOCIATES, INC.
PROJECT SPECIFIC HOURLY BILLING RATES

EMPLOYEE	TITLE	HOURLY RATES
Jeffrey S. Dirk, P.E., PTOE, FITE	Managing Partner	\$150.00
Daniel A. DeRoche, Jr., P.E.	Senior Highway Engineer	\$135.00
Bernard Guen	Senior Transportation Engineer	\$125.00
Jamie T. Gregory	Associate - Graphics Manager	\$105.00
Theodore W. O'Hagan, E.I.T.	Highway Engineer	\$105.00
Andrew J. Arseneault	Transportation Engineer	\$105.00
Derek I. Roach, E.I.T.	Transportation Engineer	\$105.00
Michael Martin	Senior Engineer	\$100.00
Mitchell P. Page	Highway Engineer	\$100.00
Jennifer S. Connors	Transportation Engineer	\$100.00
Ian J. Sherriff	Highway Engineer	\$ 95.00
Rana Eslamifard	Transportation Engineer	\$ 90.00
Andrea L. Gaudreau	CAD Technician	\$ 85.00
Andrea T. Gaudet	Technical Assistant	\$ 85.00
Scott R. Frontain	Field Operations Manager	\$ 70.00
Mary Ellen Fennessy	Executive Assistant	\$ 65.00



Warrant No. 5

Project:	Stoneham High School, Stoneham, Massachusetts	Project No.:	20033
Prepared by:	Joel G. Seeley, AIA	Date:	11/9/2020

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	53638	11/02/2020	\$ 7,000.00	0001-0000	\$ 95,000.00
Perkins & Will	0178789	11/02/2020	\$ 25,000.00	0002-0000	\$ 320,000.00
Total			\$ 32,000.00		

Marie Christie	David Bois
Nicole Nial	Raymie Parker
	Douglas Gove
Stephen O'Neill	Josephine Thomson
Jeanne Craigie	Lisa Gallagher
Sharon Iovanni	Cory Mashburn
Paul Ryder	David Pignone

Approved on _____



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

November 2, 2020
Project No: 20033.00
Invoice No: 0053816

Project 20033.00 Stoneham High School OPM Services
Professional Services from October 3, 2020 to October 30, 2020

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Study	56,000.00	62.50	35,000.00	28,000.00	7,000.00
Schematic Design	49,000.00	0.00	0.00	0.00	0.00
Total Fee	105,000.00		35,000.00	28,000.00	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
0053302	7/28/2020	7,000.00
0053473	9/3/2020	7,383.27
0053638	10/8/2020	7,000.00
Total		28,614.08

Billings to Date

	Current	Prior	Total
Fee	7,000.00	28,000.00	35,000.00
Expense	0.00	614.08	614.08
Totals	7,000.00	28,614.08	35,614.08

Authorized By: Joel Seeley

Perkins&Will

Invoice

November 2, 2020
 Project No: 153010.000
 Invoice No: 0178789

Dennis Sheehan
 Town of Stoneham
 Town Hall
 35 Central St
 Stoneham, MA 02180

Stoneham High School - FS-SD

Professional Services: through October 30, 2020

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Feasibility Phase	175,000.00	57.1429	100,000.00	75,000.00	25,000.00
Schematic Design	245,000.00	0.00	0.00	0.00	0.00
Survey/Wetlands	27,500.00	100.00	27,500.00	27,500.00	0.00
Phase 1 ESA	2,970.00	0.00	0.00	0.00	0.00
Geotechnical Services	16,417.50	0.00	0.00	0.00	0.00
Hazardous Materials	4,950.00	100.00	4,950.00	4,950.00	0.00
Hydrant Flow Testing	1,760.00	0.00	0.00	0.00	0.00
Traffic Analysis	18,150.00	0.00	0.00	0.00	0.00
Total Fee	491,747.50		132,450.00	107,450.00	25,000.00
Total Fee					25,000.00
Total this Invoice					\$25,000.00

Outstanding Invoices

Number	Date	Balance
0178394	10/9/2020	107,450.00
Total		107,450.00

Total Now Due \$132,450.00

REMIT PAYMENTS TO Perkins&Will, Inc.
 PO Box 71181
 Chicago, IL 60694-1181

WIRE/ACH TO BMO Harris Bank
 ABA# 071000288, Acct# 3769601
 SWIFT HATRUS44

TERMS Net 30 Days

**STONEHAM HIGH SCHOOL FEASIBILITY STUDY
SCHOOL BUILDING COMMITTEE**

MEETINGS SCHEDULE AND AGENDAS
September 8, 2020 *Revised November 2, 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
October 20, 2020	ROTARY CLUB OF STONEHAM - 12:00 PM
October 26, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives and Phasing Structural Narrative Review Prepare for Community Forum No. 3
November 2, 2020	CM PREQUALIFICATION COMMITTEE MEETING - 7:00 PM
November 4, 2020	PTO PRESENTATION - 6:30 PM - SOUTH ELEMENTARY SCHOOL & STONEHAM HIGH SCHOOL
November 7, 2020	COMMUNITY FORUM NO. 3 - 10:00 AM - SATURDAY
November 9, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives Update on Sustainable Design Review MSBA Comments on PDP Submission
November 10, 2020	PTO PRESENTATION - 7:00 PM - ROBIN HOOD ELEMENTARY & CENTRAL MIDDLE SCHOOL
November 19, 2020	PTO PRESENTATION - 7:00 PM - COLONIAL PARK SCHOOL
November 23, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives and Phasing Preliminary Options Evaluation
December 7, 2020	CM PREQUALIFICATION COMMITTEE MEETING - 6:00 PM
December 7, 2020	SCHOOL BUILDING COMMITTEE MEETING Update on Construction Alternatives Update on Sustainable Design MEP Systems Narrative Review Review Cost Models Options Evaluation Discuss the One Preferred Option Prepare for Community Forum No. 4
December 9, 2020	COMMUNITY FORUM NO. 4 - 6:30 PM
December 15, 2020	TRI-BOARD MEETING - 7:00 PM
December 16, 2020	SCHOOL BUILDING COMMITTEE MEETING Decide the One Preferred Construction Alternative Vote to Submit Preferred Schematic Report to MSBA
December 23, 2020	SUBMIT PREFERRED SCHEMATIC REPORT PACKAGE TO MSBA
	ADDITIONAL MEETINGS TO BE SCHEDULED

From: Edward Giordano <edwardgiordanope@gmail.com>
Sent: Saturday, November 7, 2020 11:16 AM
To: SSBC@Stoneham-MA.gov
Cc: Carol Giordano
Subject: Stoneham High School Feasibility Study - Community Forum 03

All

Thank you for a wonderful presentation today of the excellent work you have been doing in evaluating all of the technical and economic impacts of a much needed new Stoneham High School.

I encourage you to continue to assess the economic impact of our seniors who live on a fixed income and would very much like to continue to live in Stoneham which they have supported for so long. I applaud your desire to include the seniors into these most important discussions. Know that we heard about this meeting through Maureen Canova from the Stoneham Senior Center.

Finally, please let me know if I can assist you in any way other than attending and participating in these most important meetings.

Edward (Ed) Giordano

--

Edward S. Giordano PE
Giordano Engineering Services
781-658-0121
edwardgiordanope@gmail.com
<https://www.linkedin.com/in/edwardgiordanope/>

Perkins&Will

**STONEHAM HIGH SCHOOL
Building Committee Meeting**

11.09.2020

AGENDA

Design Options Update

Option 2A – Renovation Only

Option 4A – New Construction



Aerial View of
Stoneham High School

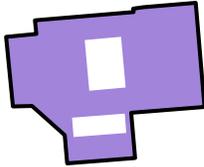
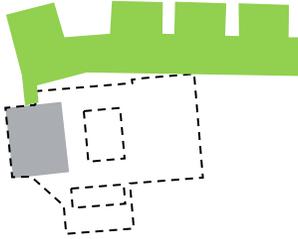


Perkins&Will

Design Options Update

Building Committee Meeting

Design Options Summary

CODE UPGRADE	RENOVATION	RENOVATION ADDITION	NEW CONSTRUCTION
<p>Option 1A </p> <ul style="list-style-type: none">• NO Educational upgrades• Code Upgrades• System Upgrades• Exterior Envelope Repairs• Interior Repairs• No Sitework	<p>Option 2A</p> 	<p>Option 3A </p> 	<p>Option 4A</p>  <p>Option 4B</p>  <p>Review Next Meeting</p>

Perkins&Will

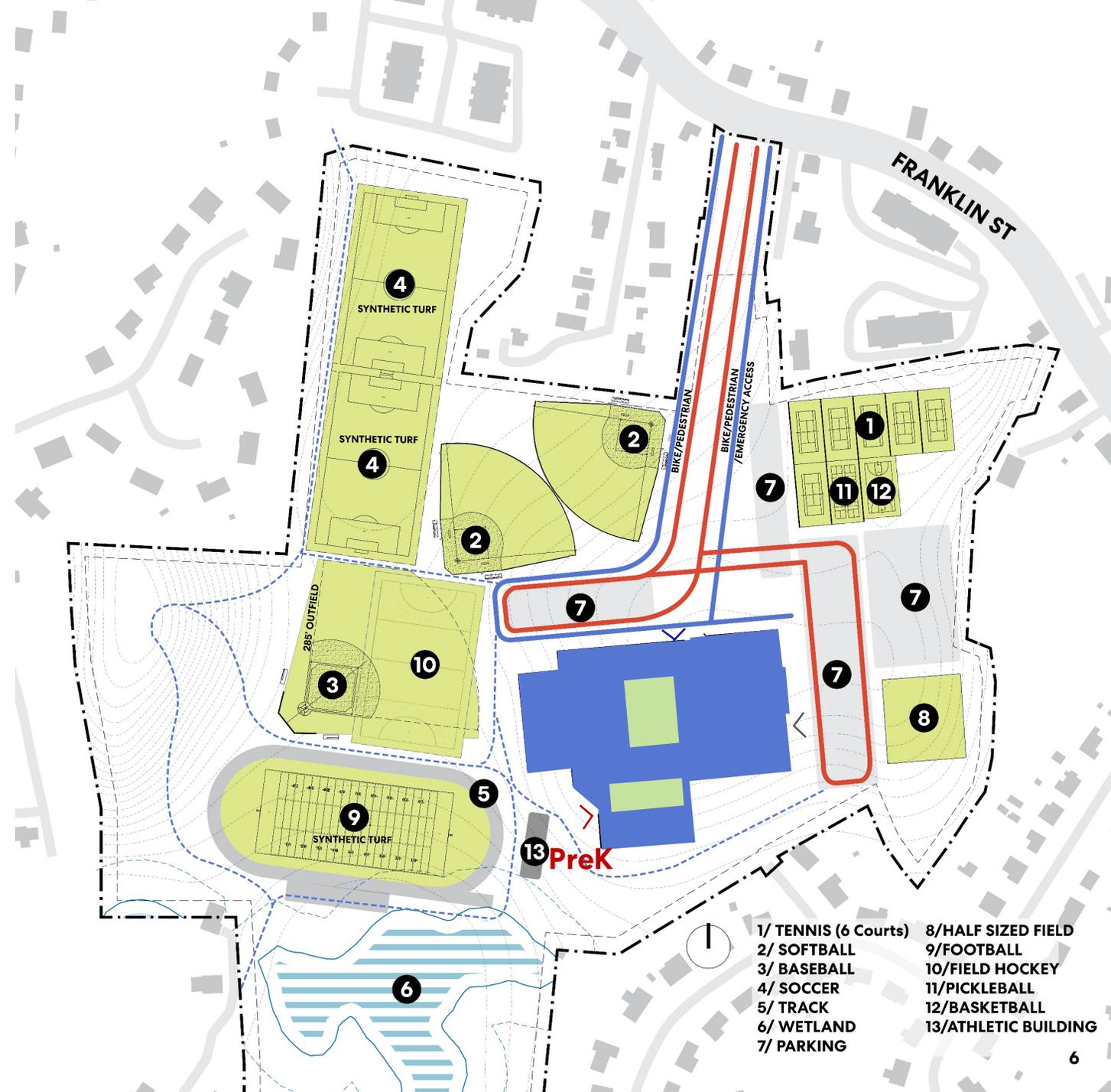
Option 2A – Renovation Only

Building Committee Meeting

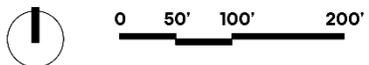
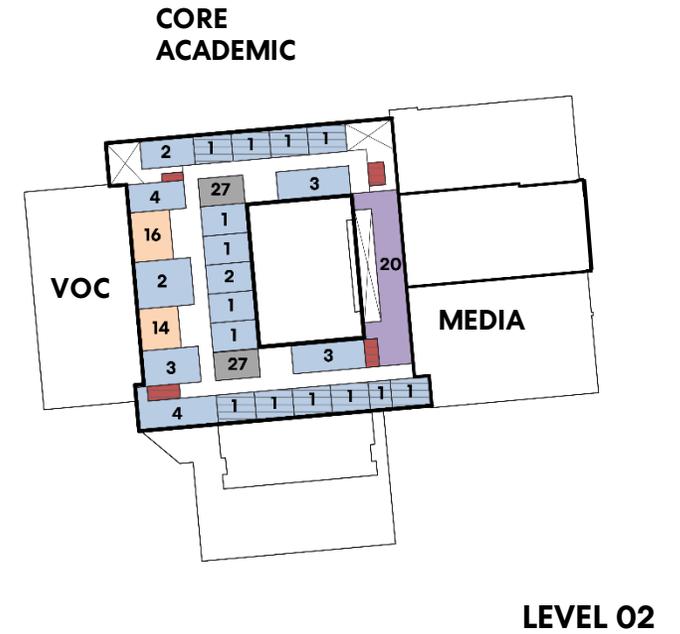
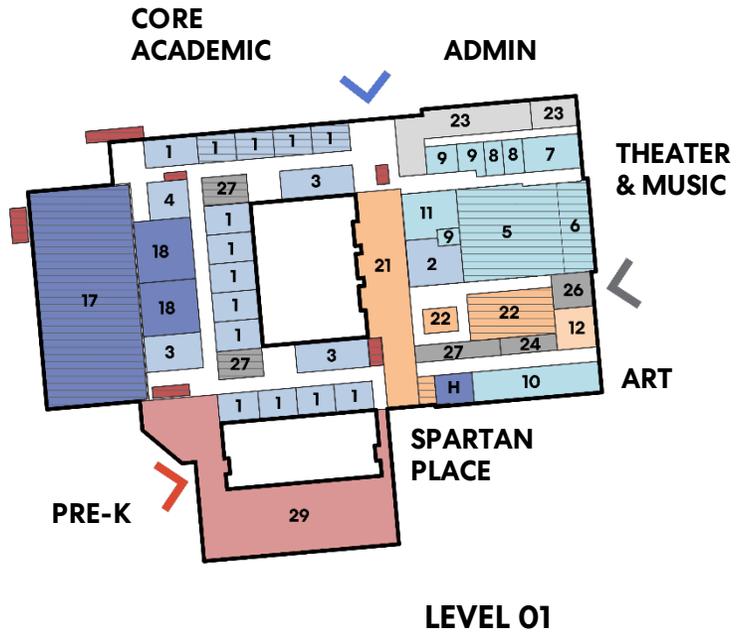
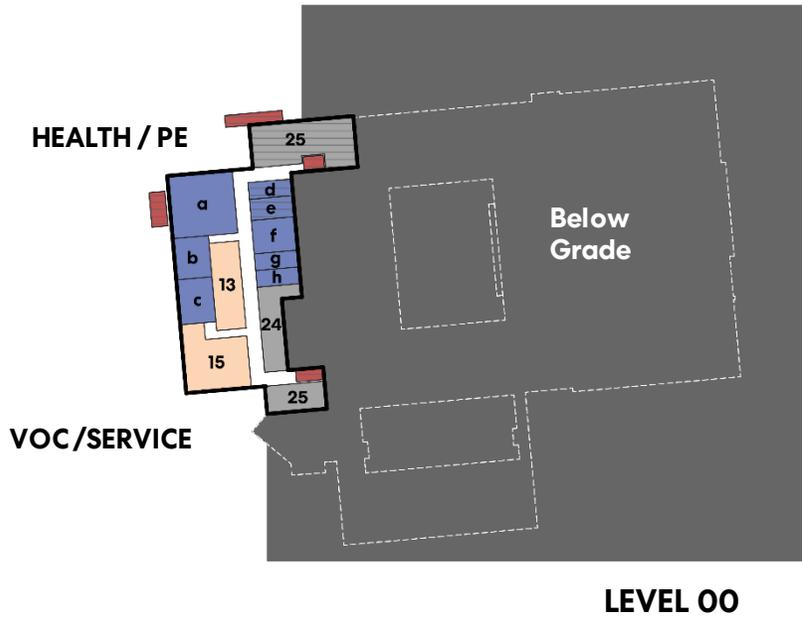
Option 2A - Site Plan

Considerations:

- Variations from Approved Educational Program:
 - District Offices do not fit
 - Larger average classroom size
 - Reduction in MEP spaces
- On-site temporary classrooms required during phased construction
- Minimized change to field layout
- Upgrade existing fields to regulation size fields; Stadium & (2) Soccer/LAX to be turf
- Reorient baseball field
- Pedestrian/bike path from Franklin Street crossing vehicular path
- Improvements to traffic flow



Option 2A - Floor Plans



Option 2A - Floor Plan / Level 00

- CORE ACADEMIC**
- 1/ CLASSROOM
- 2/ SPED
- 3/ SCIENCE
- 4/ TEACHER PLANNING

- ART & MUSIC**
- 5/ AUDITORIUM
- 6/ STAGE
- 7/ BAND
- 8/ PRACTICE
- 9/ THEATER
- 10/ ART CLASSROOM
- 11/ PERFORMANCE

- VOC & TECH**
- 12/ CULINARY
- 13/ VIDEO PRODUCTION
- 14/ BIOMEDICAL
- 15/ ENGINEERING
- 16/ MAKER SPACE

- HEALTH & PE**
- 17/ GYMNASIUM
- 18/ PE & LOCKERS
- 19/ ATHLETICS

- DINING**
- 21/ CAFETERIA
- 22/ KITCHEN
- MEDIA CENTER**
- 20/ MEDIA CENTER

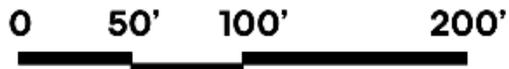
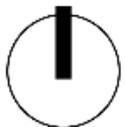
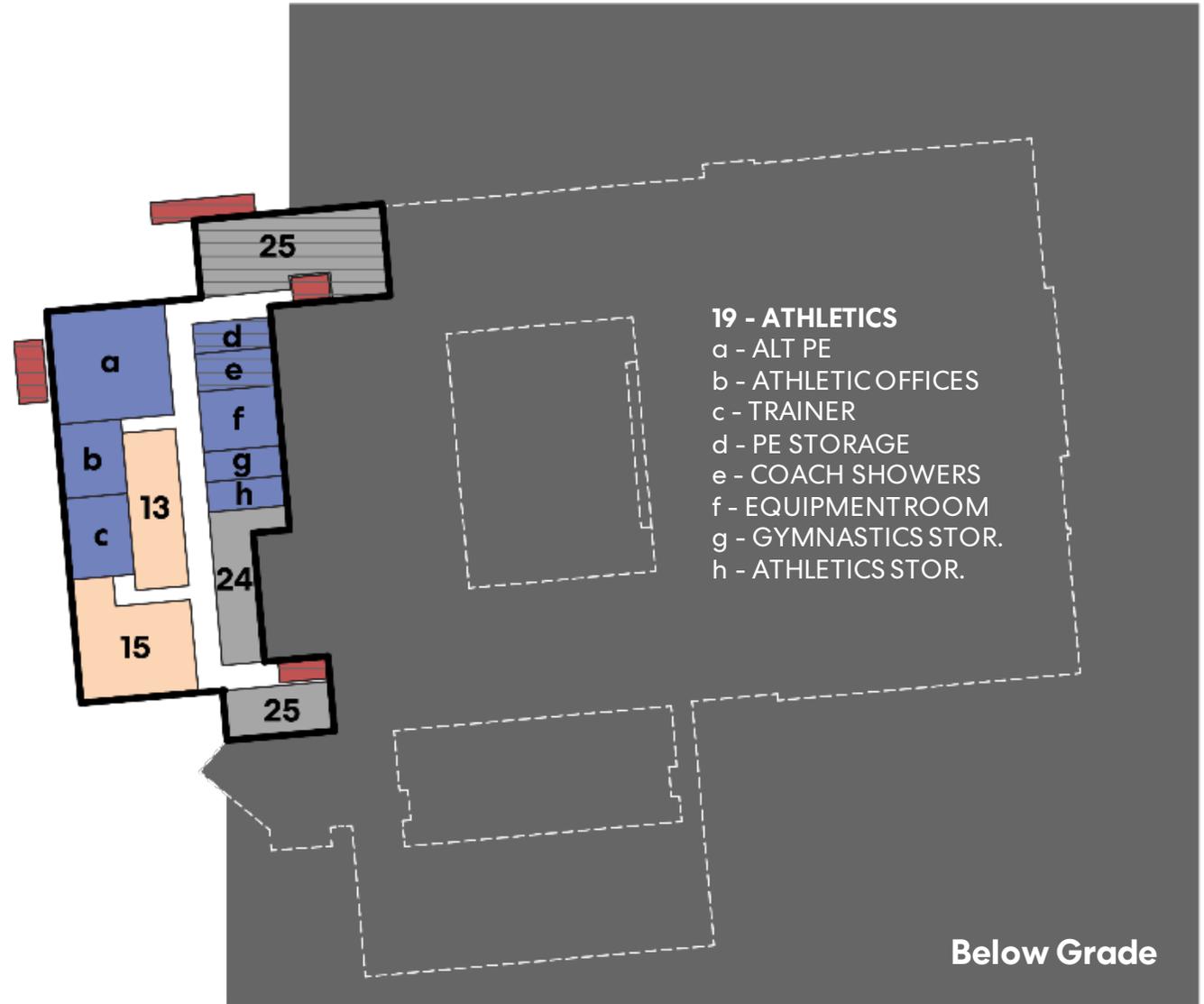
- ADMIN**
- 23/ ADMIN

- SUPPORT**
- 24/ CUSTODIAL
- 25/ MECHANICAL
- 26/ LOADING
- 27/ RESTROOMS

- OTHER**
- 28/ DISTRICT OFFICE
- 29/ PRE-K

- STAIR**

- MAINTAINS EXISTING LOCATION**



Option 2A - Floor Plan / Level 01

CORE ACADEMIC

- 1/ CLASSROOM
- 2/ SPED
- 3/ SCIENCE
- 4/ TEACHER PLANNING

ART & MUSIC

- 5/ AUDITORIUM
- 6/ STAGE
- 7/ BAND
- 8/ PRACTICE
- 9/ THEATER
- 10/ ART CLASSROOM
- 11/ PERFORMANCE

VOC & TECH

- 12/ CULINARY
- 13/ VIDEO PRODUCTION
- 14/ BIOMEDICAL
- 15/ ENGINEERING
- 16/ MAKER SPACE

HEALTH & PE

- 17/ GYMNASIUM
- 18/ PE & LOCKERS
- 19/ ATHLETICS

DINING

- 21/ CAFETERIA
- 22/ KITCHEN

MEDIA CENTER

- 20/ MEDIA CENTER

ADMIN

- 23/ ADMIN

SUPPORT

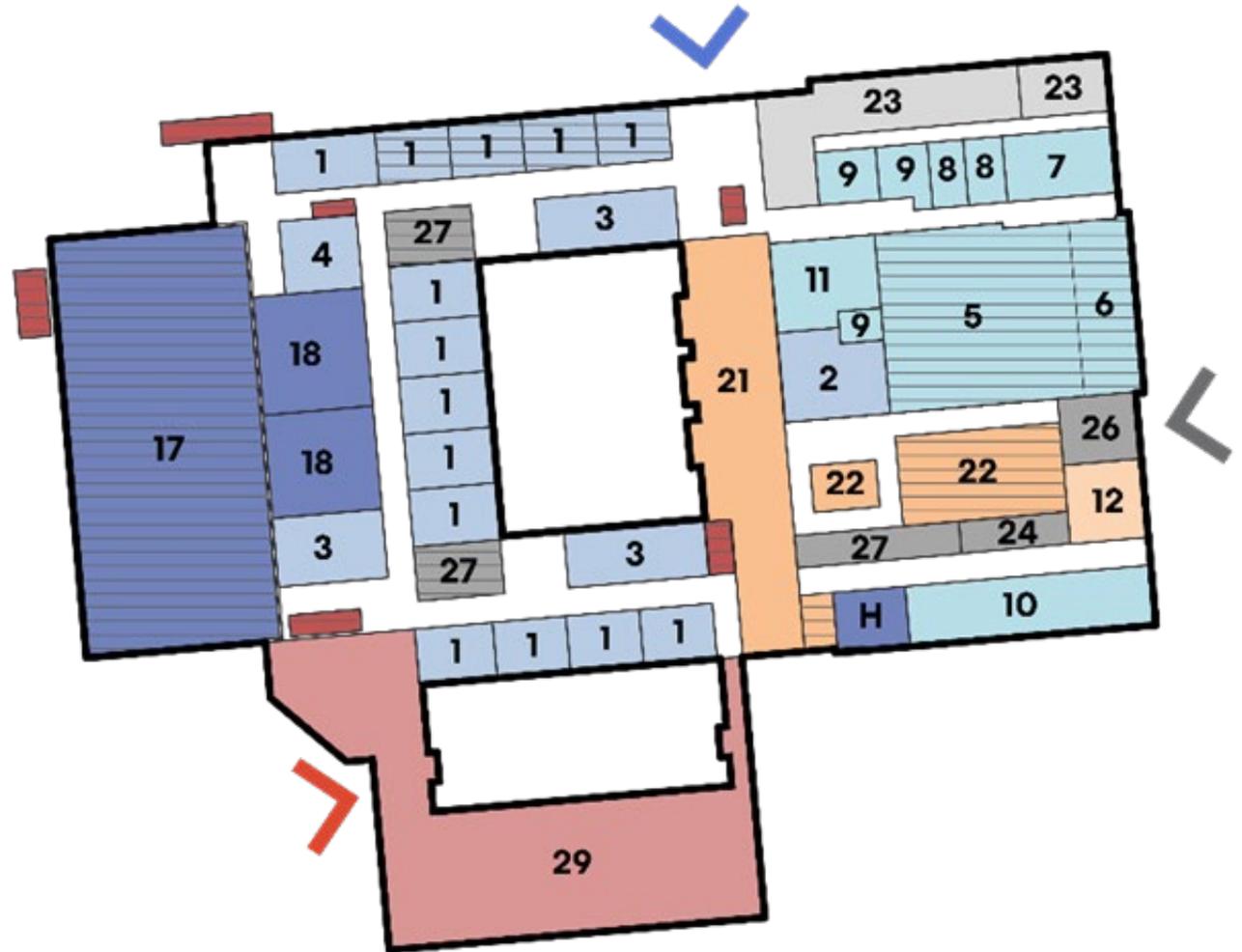
- 24/ CUSTODIAL
- 25/ MECHANICAL
- 26/ LOADING
- 27/ RESTROOMS

OTHER

- 28/ DISTRICT OFFICE
- 29/ PRE-K

STAIR

≡≡≡ MAINTAINS EXISTING LOCATION



Option 2A - Floor Plan / Level 02

CORE ACADEMIC

- 1/ CLASSROOM
- 2/ SPED
- 3/ SCIENCE
- 4/ TEACHER PLANNING

ART & MUSIC

- 5/ AUDITORIUM
- 6/ STAGE
- 7/ BAND
- 8/ PRACTICE
- 9/ THEATER
- 10/ ART CLASSROOM
- 11/ PERFORMANCE

VOC & TECH

- 12/ CULINARY
- 13/ VIDEO PRODUCTION
- 14/ BIOMEDICAL
- 15/ ENGINEERING
- 16/ MAKER SPACE

HEALTH & PE

- 17/ GYMNASIUM
- 18/ PE & LOCKERS
- 19/ ATHLETICS

DINING

- 21/ CAFETERIA
- 22/ KITCHEN

MEDIA CENTER

- 20/ MEDIA CENTER

ADMIN

- 23/ ADMIN

SUPPORT

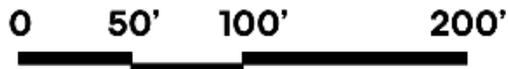
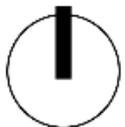
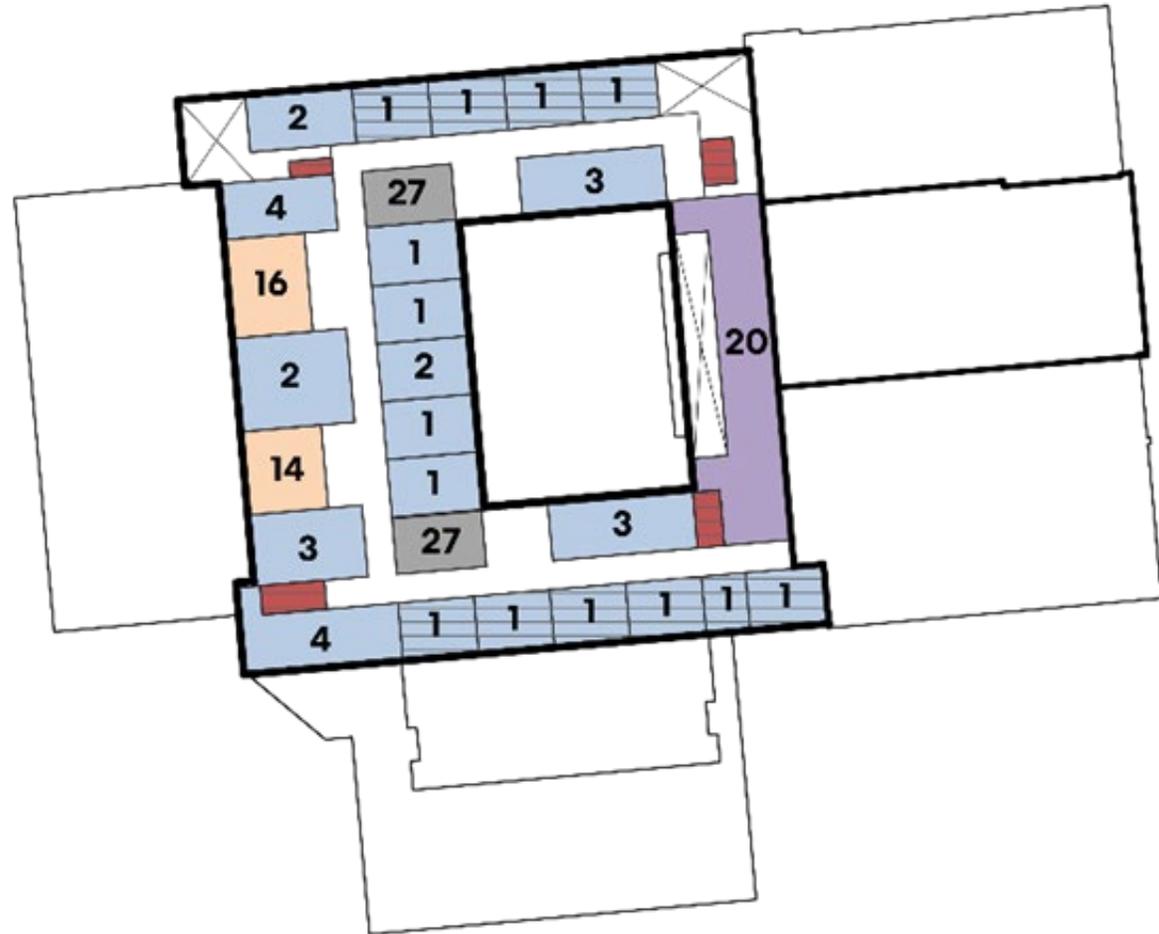
- 24/ CUSTODIAL
- 25/ MECHANICAL
- 26/ LOADING
- 27/ RESTROOMS

OTHER

- 28/ DISTRICT OFFICE
- 29/ PRE-K

STAIR

≡≡≡ MAINTAINS EXISTING LOCATION



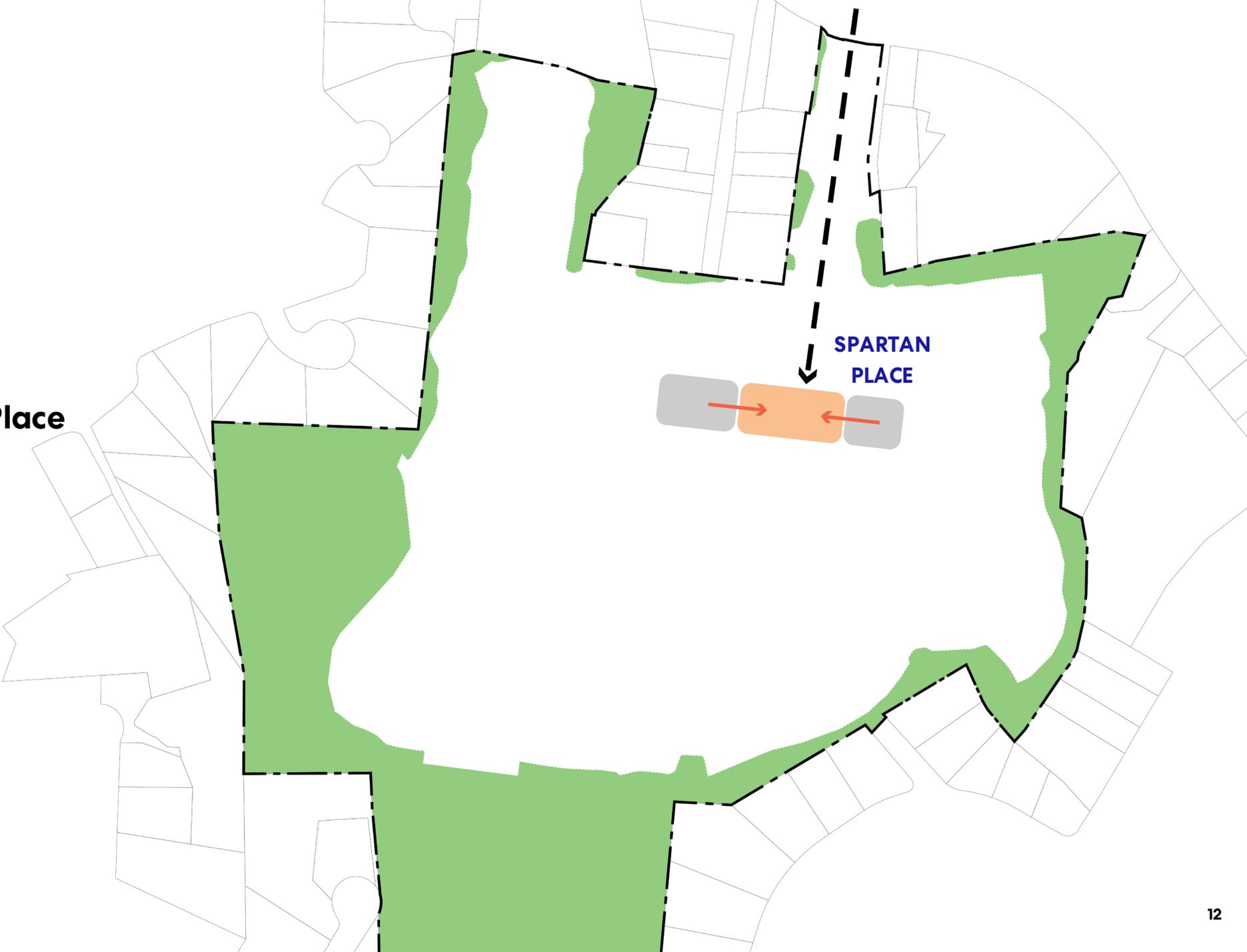
Perkins&Will

Option 4A – New Construction

Building Committee Meeting

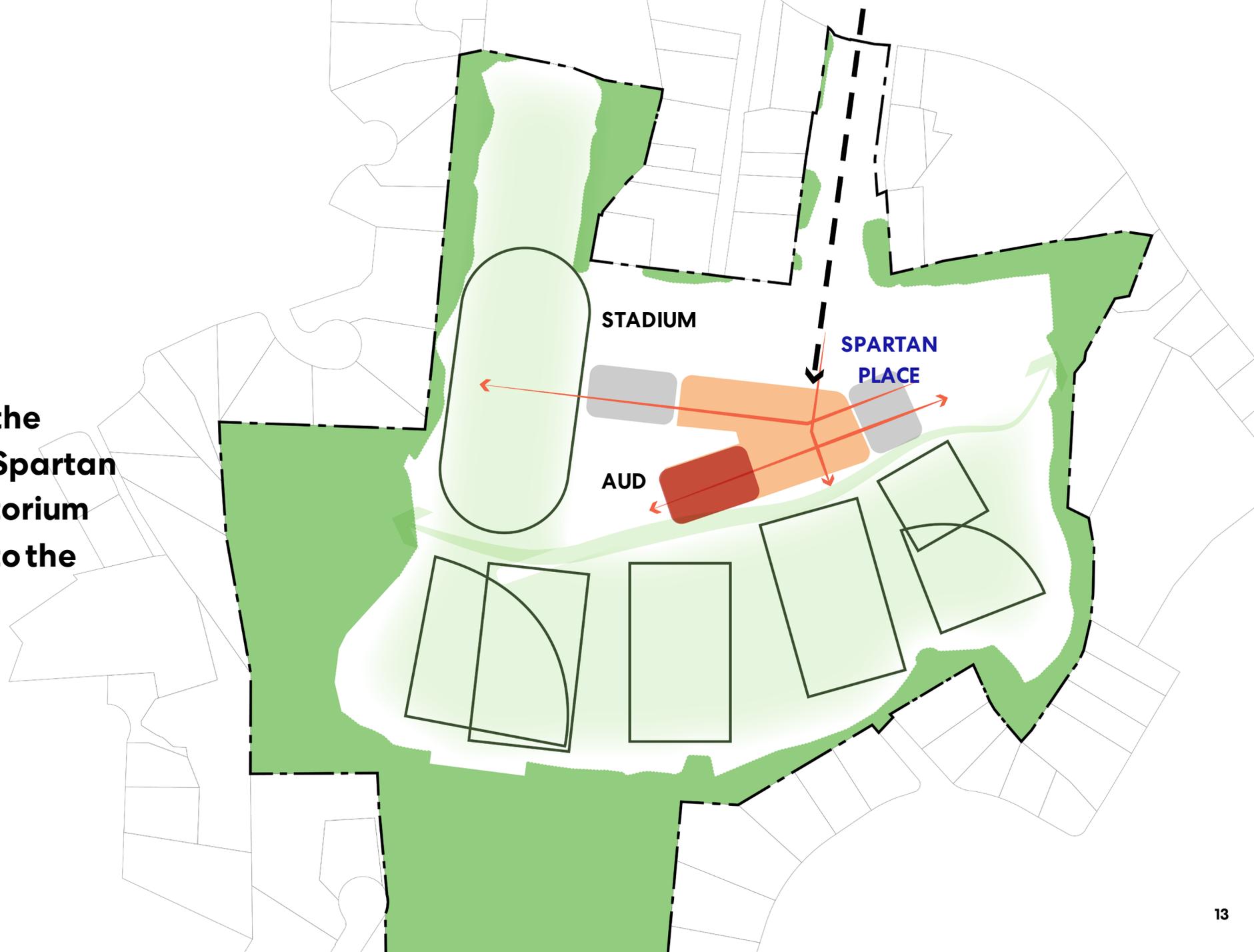
Option 4A - Site Concept

Arriving at the Spartan Place



Option 4A - Site Concept

Different accesses from the entrance expanded the Spartan Place to create the auditorium volume and connection to the Stadium



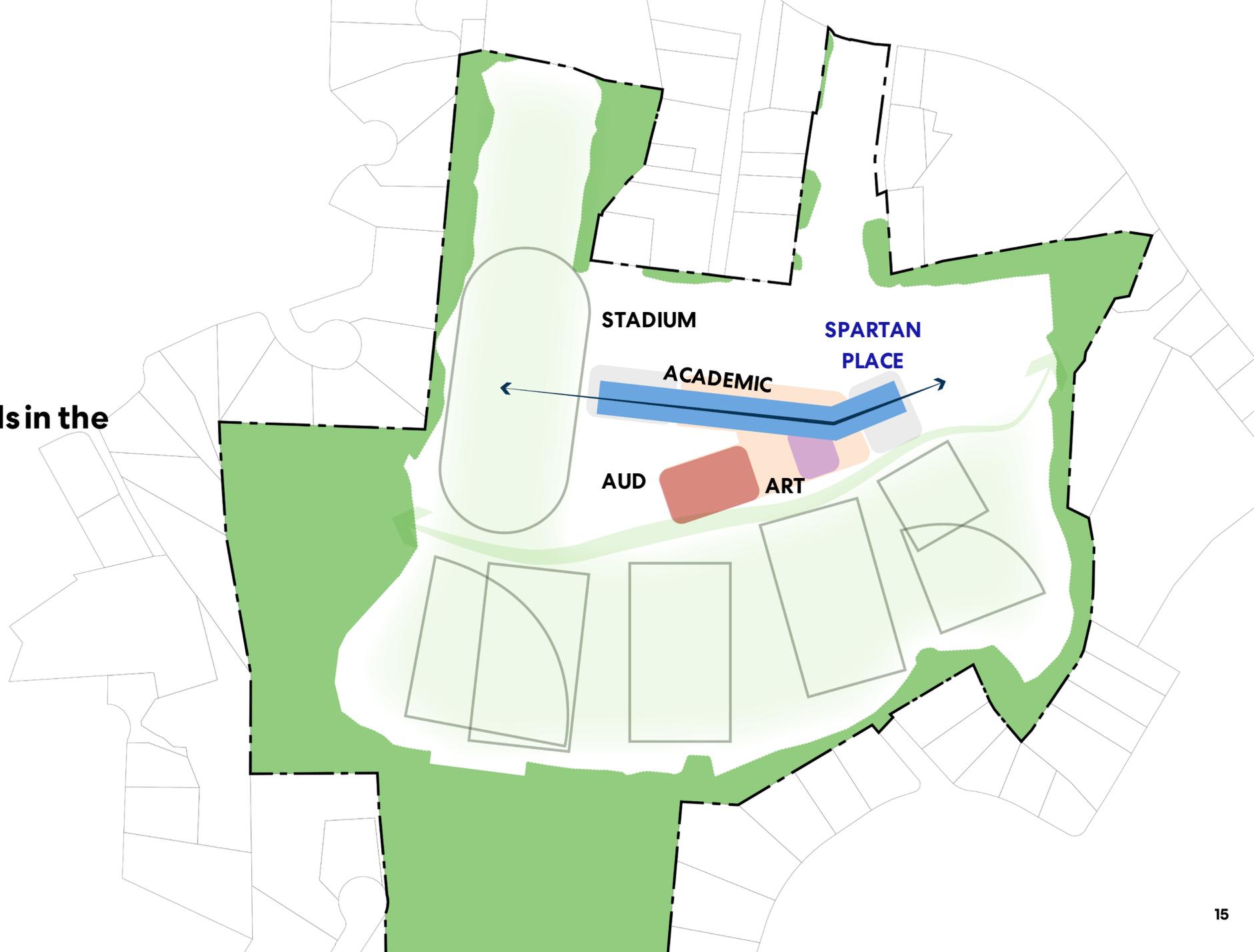
Option 4A - Site Concept

Art spaces at the heart of the Spartan Place



Option 4A - Site Concept

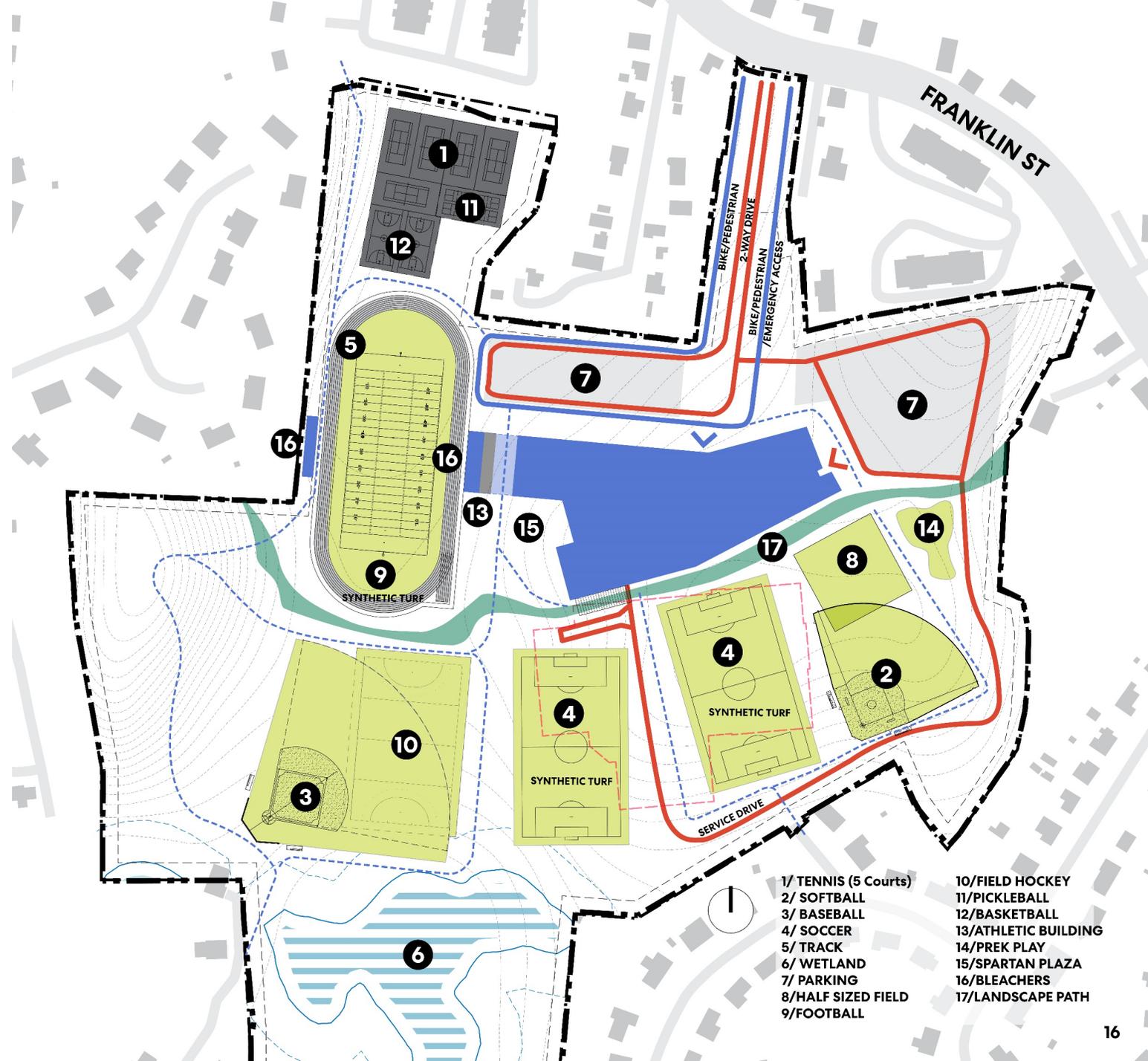
Academic neighborhoods in the upper floors



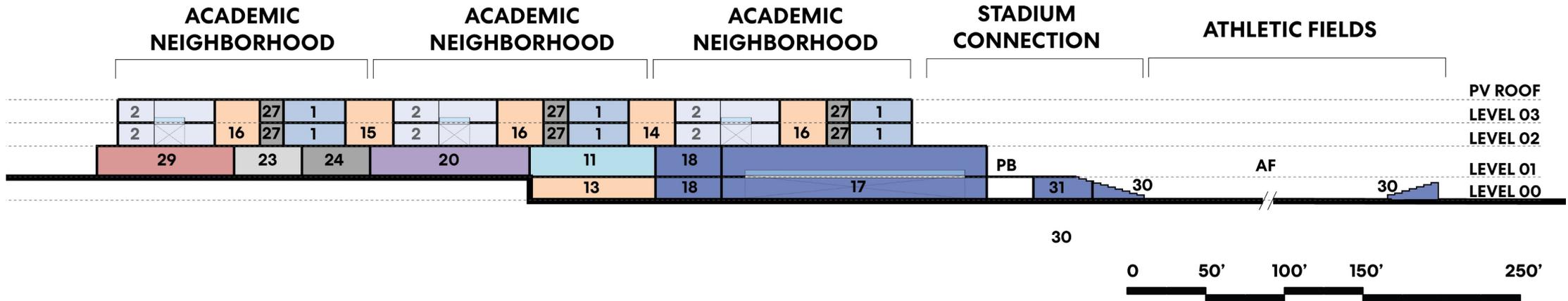
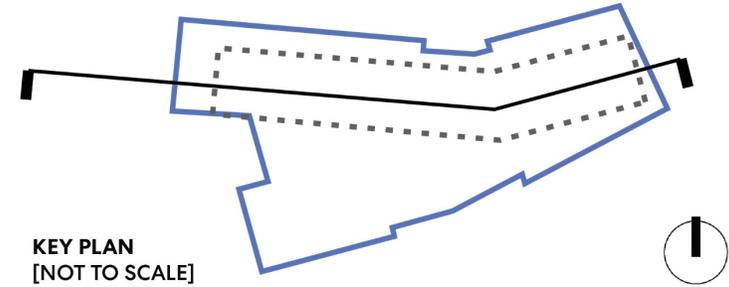
Option 4A - Site Plan

Considerations:

- Visibility of new building from Franklin St
- Optimized orientation of the stadium
- Connection of building facilities to stadium
- Gateway to major athletics
- Soccer/ LAX fields as geoexchange fields
- Spartan Place central to site and building
- Optimized building orientation for daylighting/ZNE
- Pedestrian/bike path from Franklin Street crossing vehicular path
- Existing fields upgraded to regulation size
- Utilities relocation required to keep existing in operation during construction



Option 4A - Section / Through Academic Bar & Gym



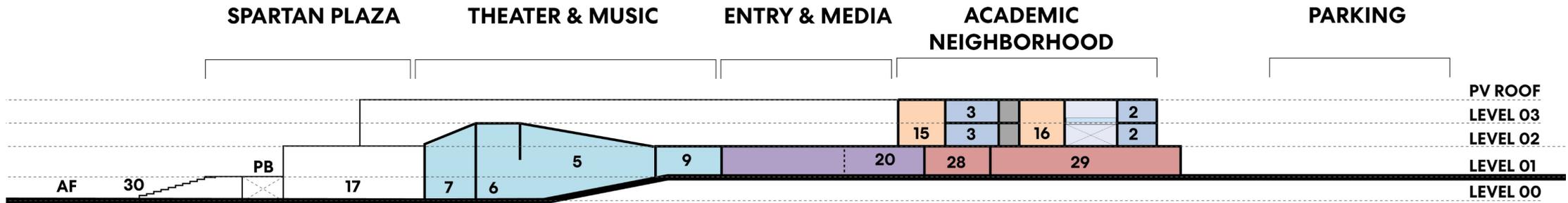
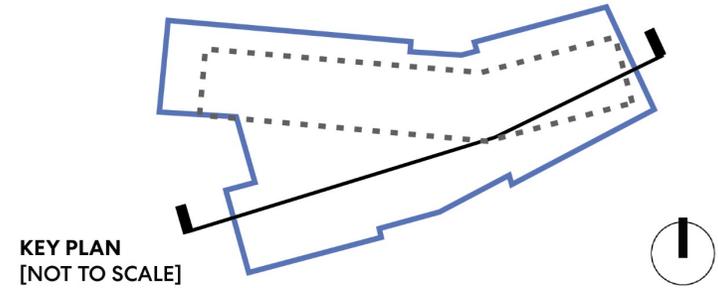
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|--|--|---|--|---|--|--|
| CORE ACADEMIC | ART & MUSIC | VOC & TECH | HEALTH & PE | MEDIA CENTER | ADMIN | OTHER |
| 1/ CLASSROOM
2/ SPED
3/ SCIENCE
4/ TEACHER PLANNING | 5/ AUDITORIUM
6/ STAGE
7/ BAND
8/ PRACTICE
9/ THEATER
10/ ART CLASSROOM
11/ PERFORMANCE | 12/ CULINARY
13/ VIDEO PRODUCTION
14/ BIOMEDICAL
15/ ENGINEERING
16/ MAKER SPACE | 17/ GYMNASIUM
18/ PE & LOCKERS
19/ ATHLETICS
30/ BLEACHERS
31/ ATHL/WC FACILITY
(BELOW SEATING)
AF/ ATHLETIC FIELDS
PB/ PRESS BOX | 20/ MEDIA CENTER

21/ CAFETERIA
22/ KITCHEN | 23/ ADMIN

24/ CUSTODIAL
25/ MECHANICAL
26/ LOADING
27/ RESTROOMS | 28/ DISTRICT OFFICE
29/ PRE-K

STAIR |

Option 4A - Section / Through Auditorium



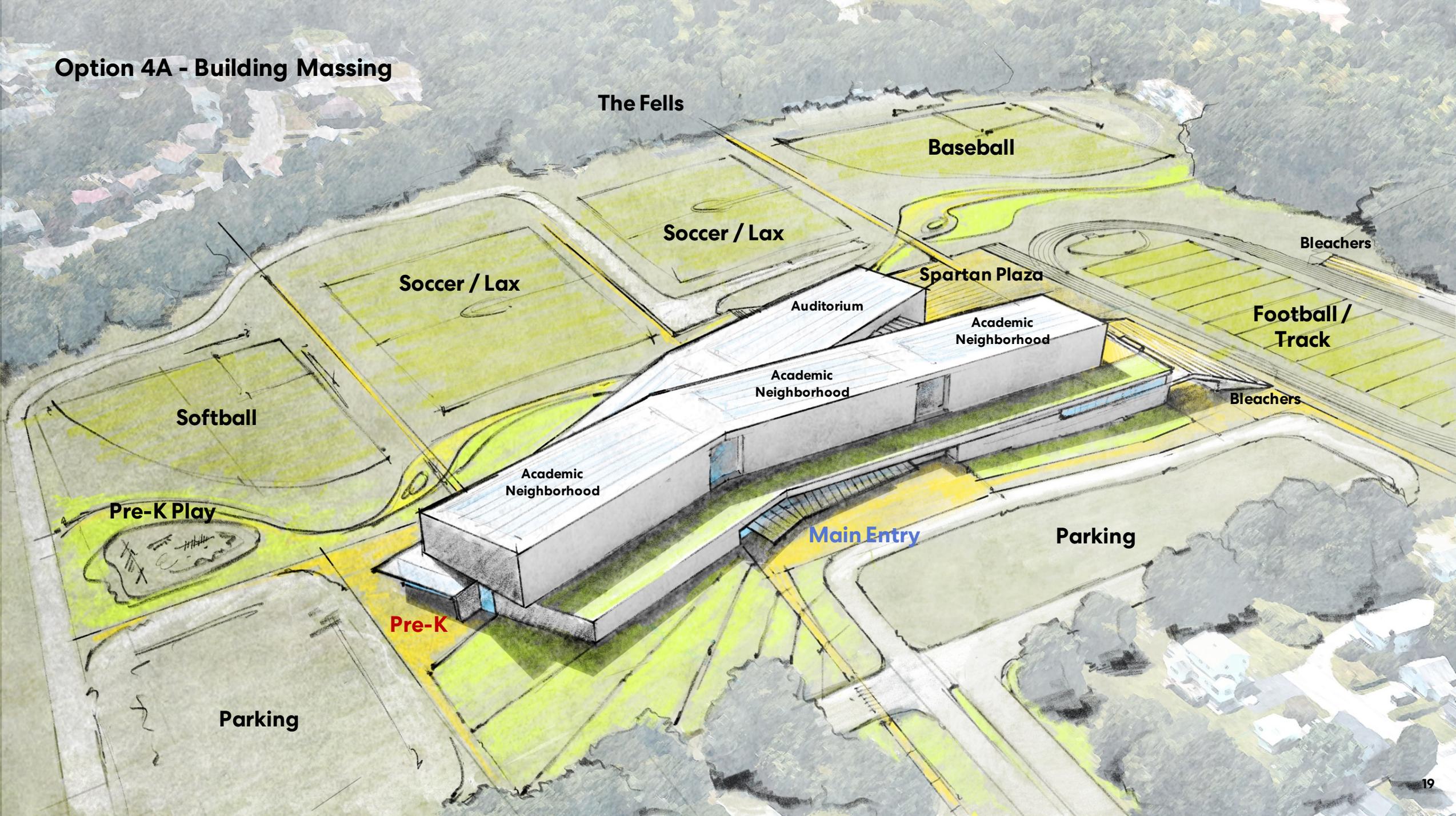
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|--|---|--|--|--|--|---|
| ■ CORE ACADEMIC | ■ ART & MUSIC | ■ VOC & TECH | ■ HEALTH & PE | ■ MEDIA CENTER | ■ ADMIN | ■ OTHER |
| 1/ CLASSROOM
2/ SPED
3/ SCIENCE
4/ TEACHER PLANNING | 5/ AUDITORIUM
6/ STAGE
7/ BAND
8/ PRACTICE
9/ THEATER
10/ ART CLASSROOM
11/ PERFORMANCE | 12/ CULINARY
13/ VIDEO PRODUCTION
14/ BIOMEDICAL
15/ ENGINEERING
16/ MAKER SPACE | 17/ GYMNASIUM
18/ PE & LOCKERS
19/ ATHLETICS
30/ BLEACHERS
31/ ATHL/WC FACILITY
(BELOW SEATING)
AF/ ATHLETIC FIELDS
PB/ PRESS BOX | 20/ MEDIA CENTER

21/ CAFETERIA
22/ KITCHEN | 23/ ADMIN

24/ CUSTODIAL
25/ MECHANICAL
26/ LOADING
27/ RESTROOMS | 28/ DISTRICT OFFICE
29/ PRE-K

STAIR |

Option 4A - Building Massing



The Fells

Baseball

Soccer / Lax

Bleachers

Soccer / Lax

Spartan Plaza

Football /
Track

Auditorium

Academic
Neighborhood

Bleachers

Academic
Neighborhood

Softball

Academic
Neighborhood

Main Entry

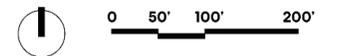
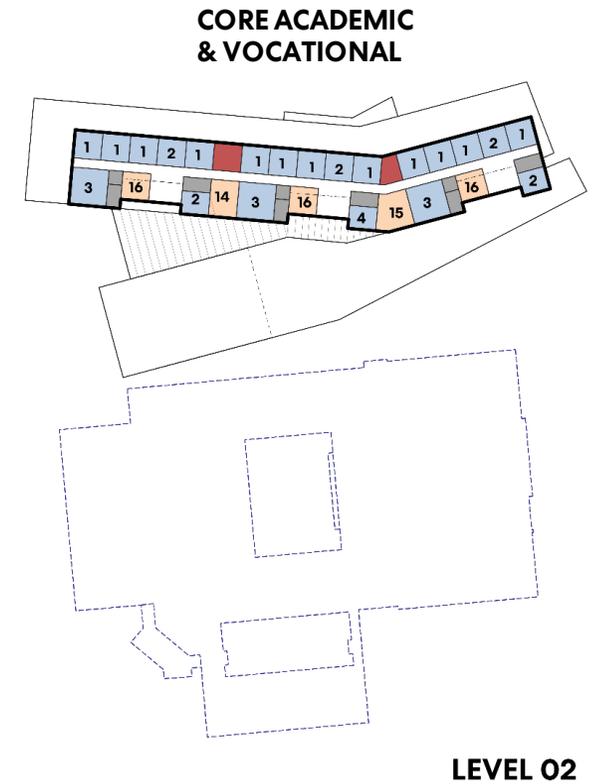
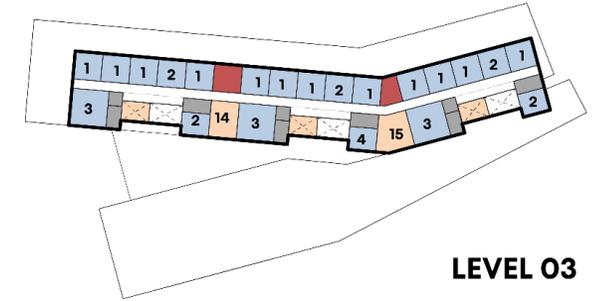
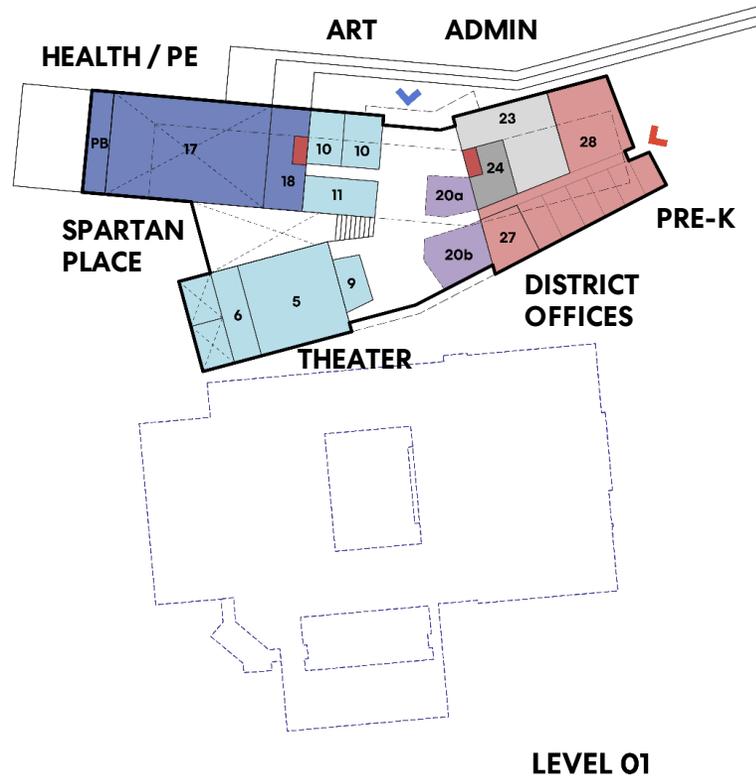
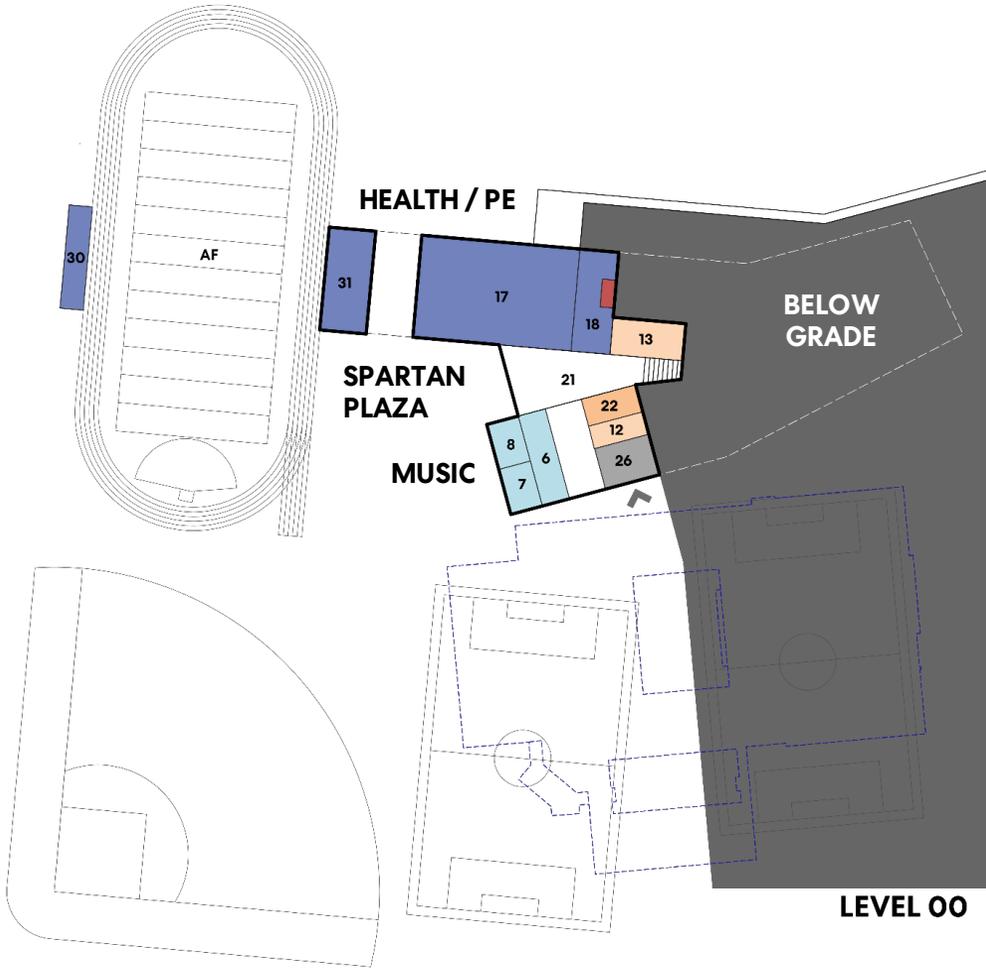
Parking

Pre-K Play

Pre-K

Parking

Option 4A - Floor Plans



Option 4A - Floor Plan / Level 00

- **CORE ACADEMIC**
- 1/ CLASSROOM
- 2/ SPED
- 3/ SCIENCE
- 4/ TEACHER PLANNING

- **ART & MUSIC**
- 5/ AUDITORIUM
- 6/ STAGE
- 7/ BAND
- 8/ PRACTICE
- 9/ THEATER
- 10/ ART CLASSROOM
- 11/ PERFORMANCE

- **VOC & TECH**
- 12/ CULINARY
- 13/ VIDEO PRODUCTION
- 14/ BIOMEDICAL
- 15/ ENGINEERING
- 16/ MAKER SPACE

- **HEALTH & PE**
- 17/ GYMNASIUM
- 18/ PE & LOCKERS
- 19/ ATHLETICS
- 30/ BLEACHERS
- 31/ ATHL/WC FACILITIES
(BELOW BLEACHERS)
- AF/ ATHLETIC FIELDS
- PB/ PRESS BOX

- **DINING**
- 21/ CAFETERIA
- 22/ KITCHEN
- **MEDIA CENTER**
- 20a/ OPEN MEDIA
- 20b/ CLOSED MEDIA

- **ADMIN**
- 23/ ADMIN

- **SUPPORT**
- 24/ CUSTODIAL
- 25/ MECHANICAL
- 26/ LOADING
- 27/ RESTROOMS

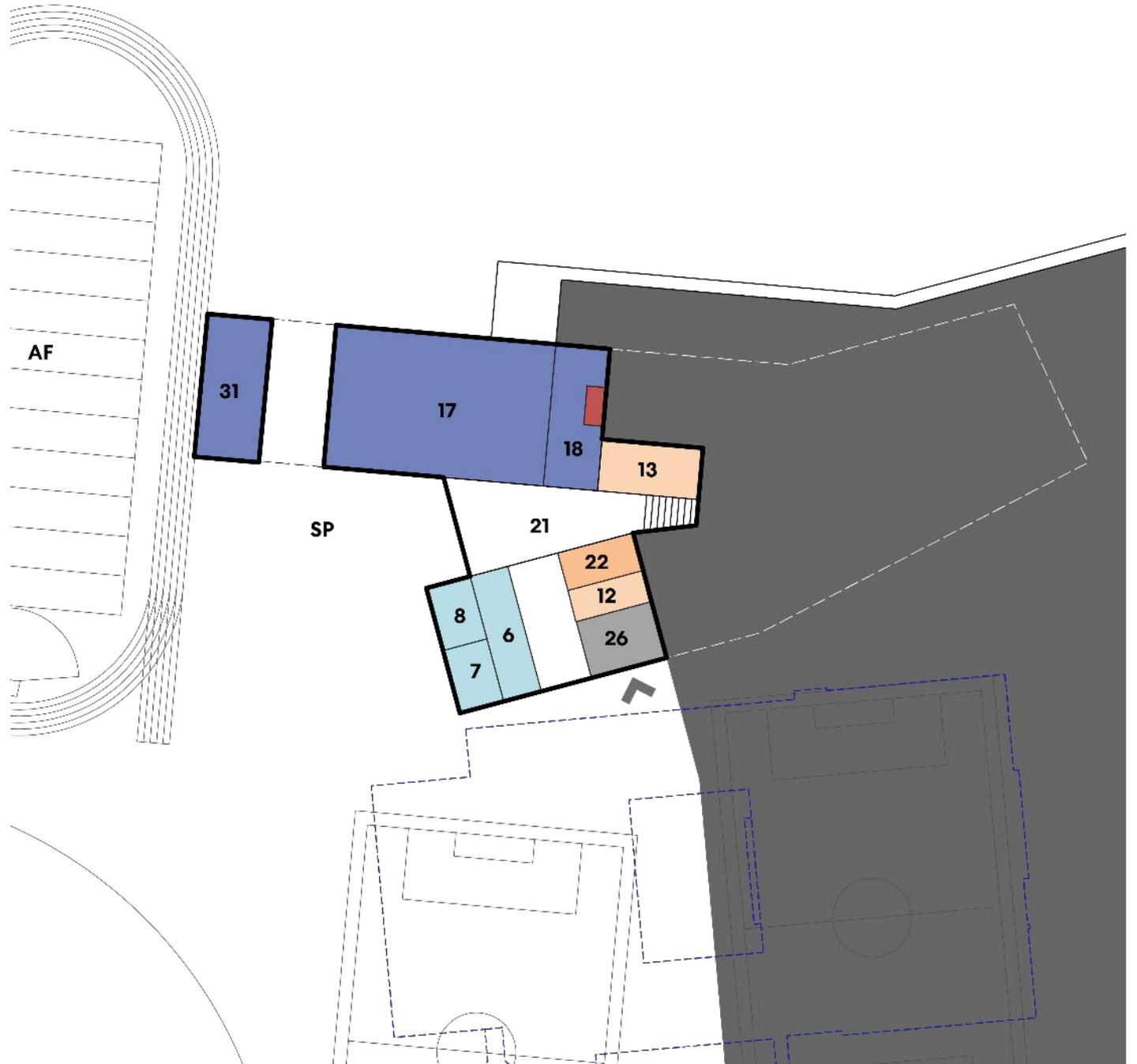
- **OTHER**
- 28/ DISTRICT OFFICE
- 29/ PRE-K

- **STAIR**

- ≡≡≡ **MAINTAINS EXISTING LOCATION**



0 50' 100' 200'



Option 4A - Floor Plan / Level 01

- **CORE ACADEMIC**
- 1/ CLASSROOM
- 2/ SPED
- 3/ SCIENCE
- 4/ TEACHER PLANNING

- **ART & MUSIC**
- 5/ AUDITORIUM
- 6/ STAGE
- 7/ BAND
- 8/ PRACTICE
- 9/ THEATER
- 10/ ART CLASSROOM
- 11/ PERFORMANCE

- **VOC & TECH**
- 12/ CULINARY
- 13/ VIDEO PRODUCTION
- 14/ BIOMEDICAL
- 15/ ENGINEERING
- 16/ MAKER SPACE

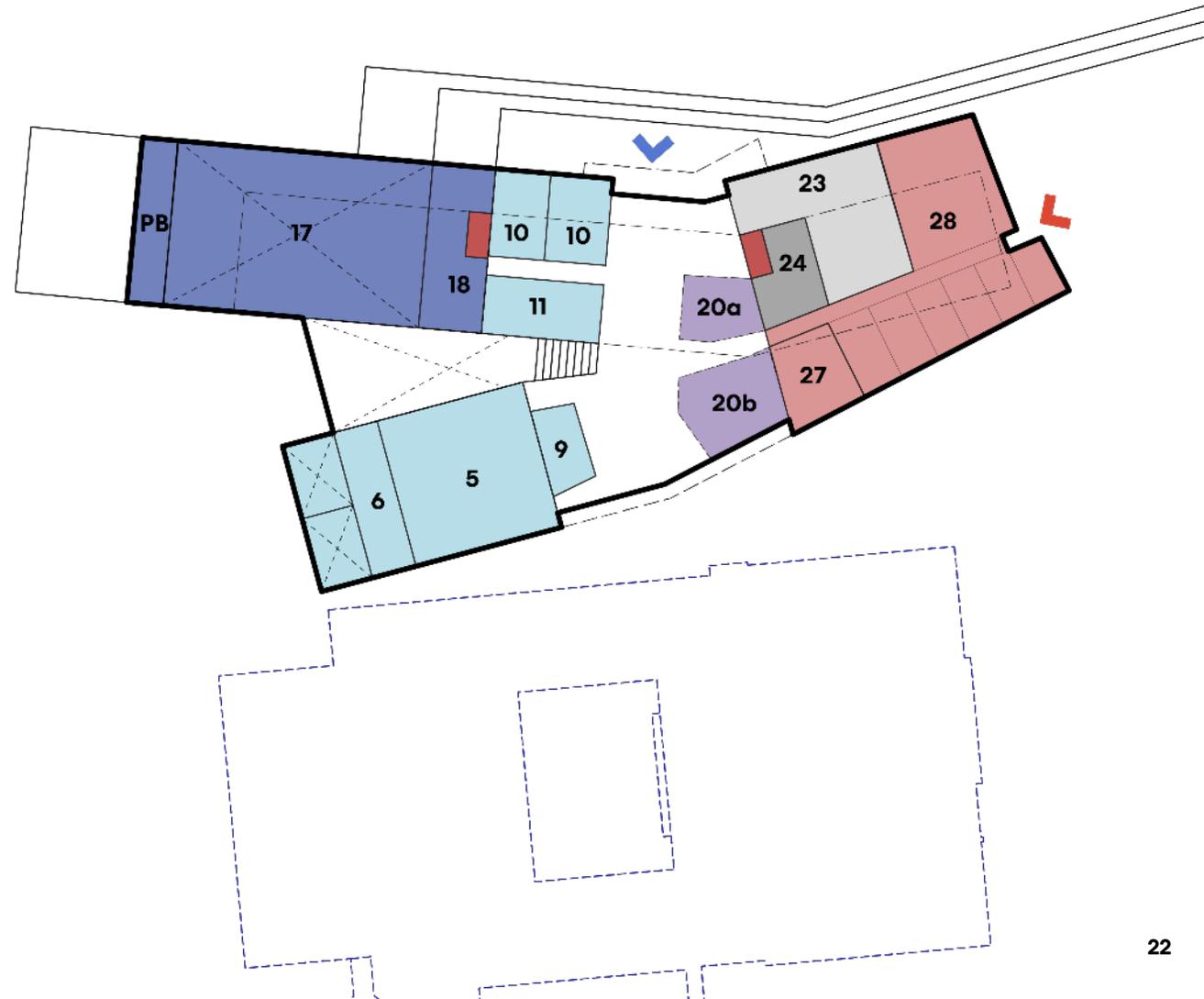
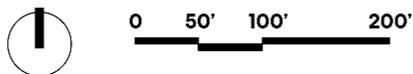
- **HEALTH & PE**
- 17/ GYMNASIUM
- 18/ PE & LOCKERS
- 19/ ATHLETICS
- 30/ BLEACHERS
- 31/ ATHL/WC FACILITIES
(BELOW BLEACHERS)
- AF/ ATHLETIC FIELDS
- PB/ PRESS BOX

- **DINING**
- 21/ CAFETERIA
- 22/ KITCHEN
- **MEDIA CENTER**
- 20a/ OPEN MEDIA
- 20b/ CLOSED MEDIA

- **ADMIN**
- 23/ ADMIN
- **SUPPORT**
- 24/ CUSTODIAL
- 25/ MECHANICAL
- 26/ LOADING
- 27/ RESTROOMS

- **OTHER**
- 28/ DISTRICT OFFICE
- 29/ PRE-K

- **STAIR**
-  **MAINTAINS EXISTING LOCATION**



Option 4A - Floor Plan / Level 02

- **CORE ACADEMIC**
- 1/ CLASSROOM
- 2/ SPED
- 3/ SCIENCE
- 4/ TEACHER PLANNING

- **ART & MUSIC**
- 5/ AUDITORIUM
- 6/ STAGE
- 7/ BAND
- 8/ PRACTICE
- 9/ THEATER
- 10/ ART CLASSROOM
- 11/ PERFORMANCE

- **VOC & TECH**
- 12/ CULINARY
- 13/ VIDEO PRODUCTION
- 14/ BIOMEDICAL
- 15/ ENGINEERING
- 16/ MAKER SPACE

- **HEALTH & PE**
- 17/ GYMNASIUM
- 18/ PE & LOCKERS
- 19/ ATHLETICS
- 30/ BLEACHERS
- 31/ ATHL/WC FACILITIES
(BELOW BLEACHERS)
- AF/ ATHLETIC FIELDS
- PB/ PRESS BOX

- **DINING**
- 21/ CAFETERIA
- 22/ KITCHEN
- **MEDIA CENTER**
- 20a/ OPEN MEDIA
- 20b/ CLOSED MEDIA

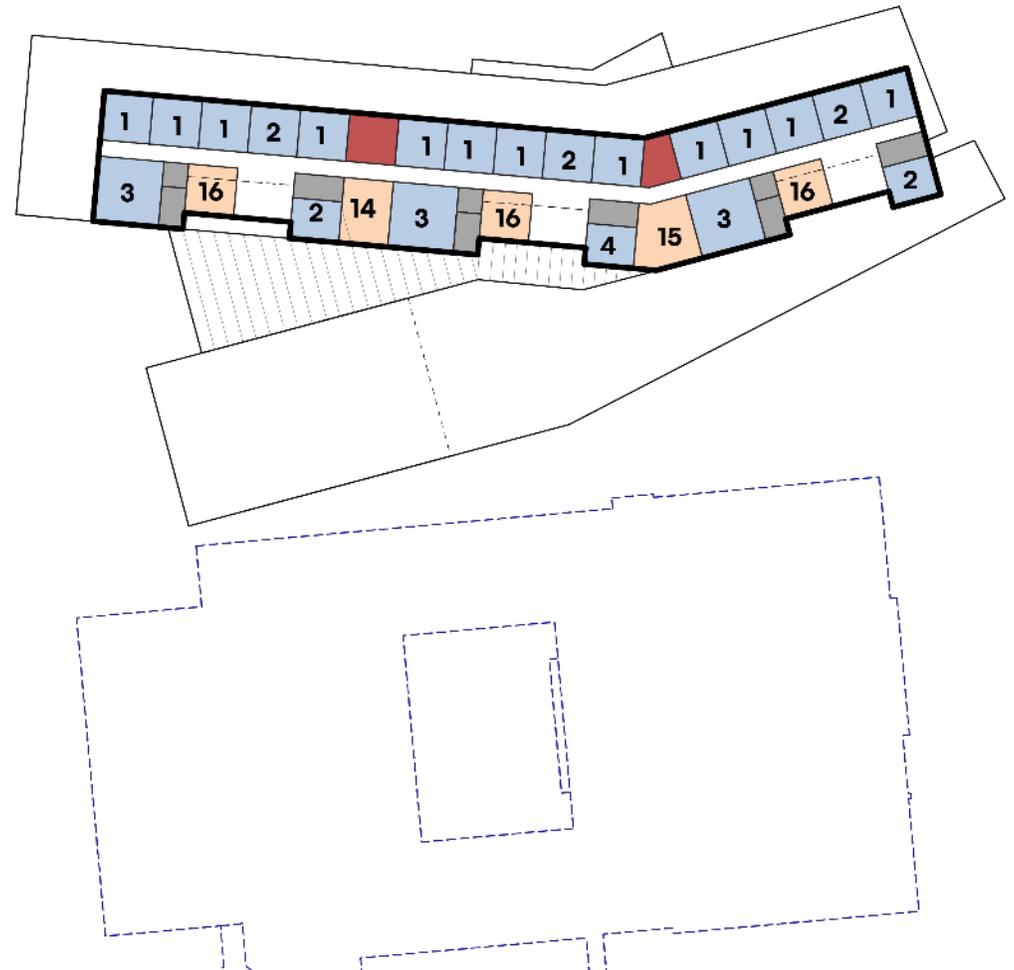
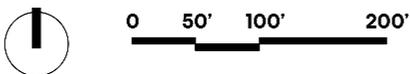
- **ADMIN**
- 23/ ADMIN

- **SUPPORT**
- 24/ CUSTODIAL
- 25/ MECHANICAL
- 26/ LOADING
- 27/ RESTROOMS

- **OTHER**
- 28/ DISTRICT OFFICE
- 29/ PRE-K

- **STAIR**

- ≡ **MAINTAINS EXISTING LOCATION**



Option 4A - Floor Plan / Level 03

CORE ACADEMIC
 1/ CLASSROOM
 2/ SPED
 3/ SCIENCE
 4/ TEACHER PLANNING

ART & MUSIC
 5/ AUDITORIUM
 6/ STAGE
 7/ BAND
 8/ PRACTICE
 9/ THEATER
 10/ ART CLASSROOM
 11/ PERFORMANCE

VOC & TECH
 12/ CULINARY
 13/ VIDEO PRODUCTION
 14/ BIOMEDICAL
 15/ ENGINEERING
 16/ MAKER SPACE

HEALTH & PE
 17/ GYMNASIUM
 18/ PE & LOCKERS
 19/ ATHLETICS
 30/ BLEACHERS
 31/ ATHL/WC FACILITIES
 (BELOW BLEACHERS)
 AF/ ATHLETIC FIELDS
 PB/ PRESS BOX

DINING
 21/ CAFETERIA
 22/ KITCHEN

MEDIA CENTER
 20a/ OPEN MEDIA
 20b/ CLOSED MEDIA

ADMIN
 23/ ADMIN

SUPPORT
 24/ CUSTODIAL
 25/ MECHANICAL
 26/ LOADING
 27/ RESTROOMS

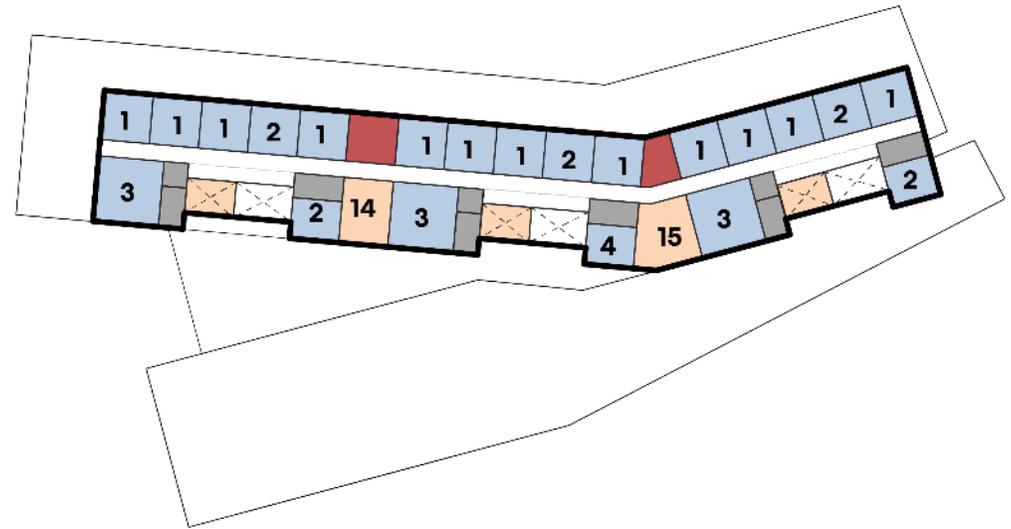
OTHER
 28/ DISTRICT OFFICE
 29/ PRE-K

STAIR

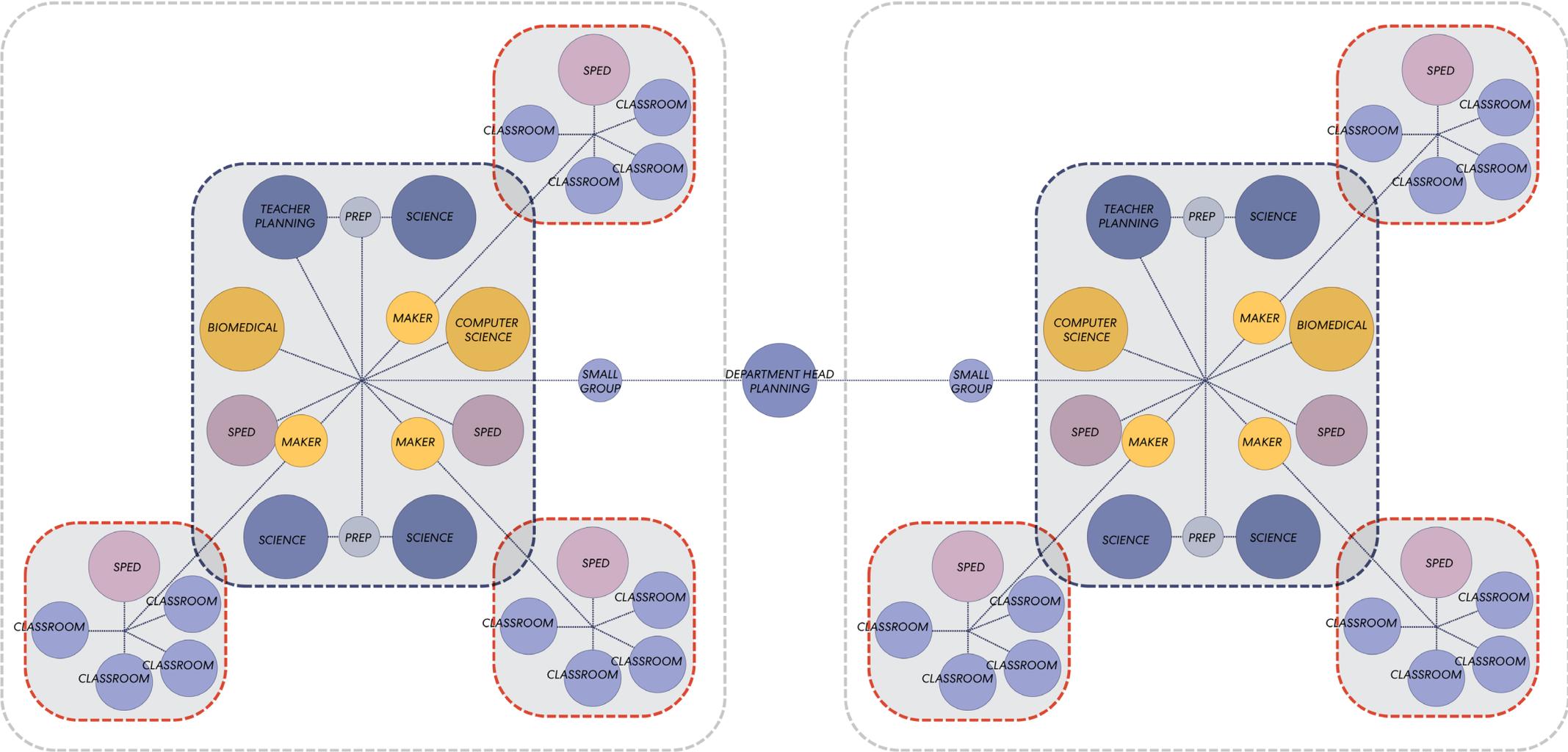
≡≡≡ **MAINTAINS EXISTING LOCATION**



0 50' 100' 200'



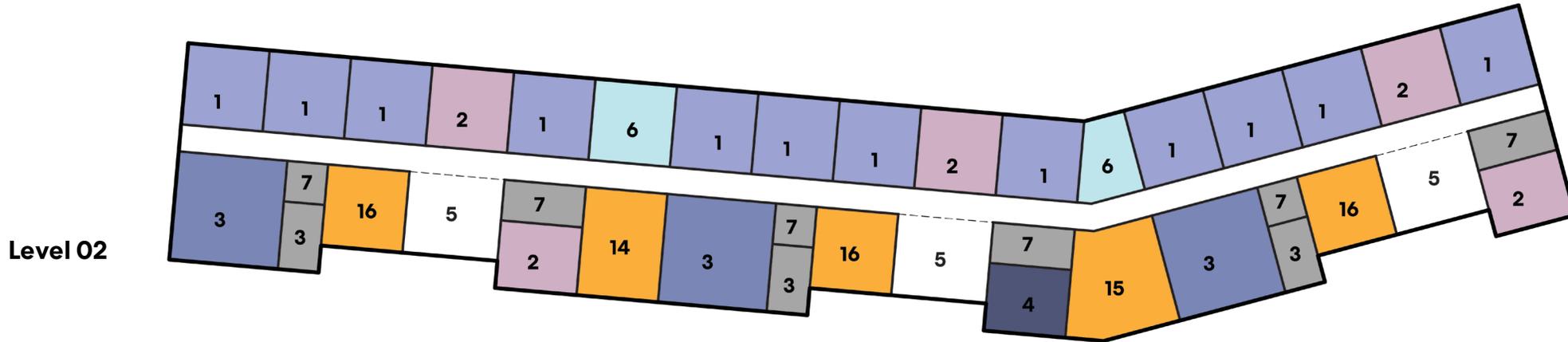
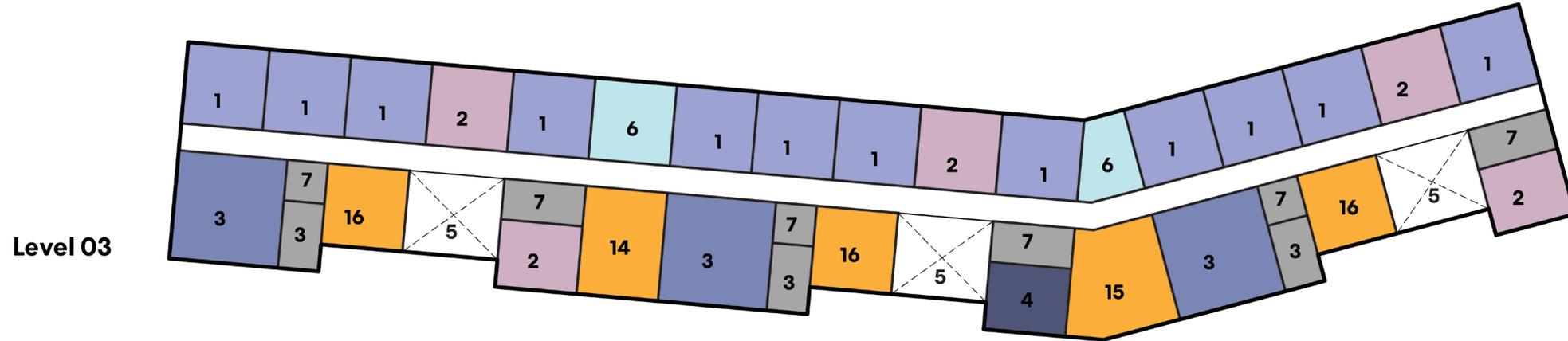
Option 4A - Academic Core / Neighborhood Structure



NEIGHBORHOOD A

NEIGHBORHOOD B

Option 4A - Academic Core / Neighborhood Plans

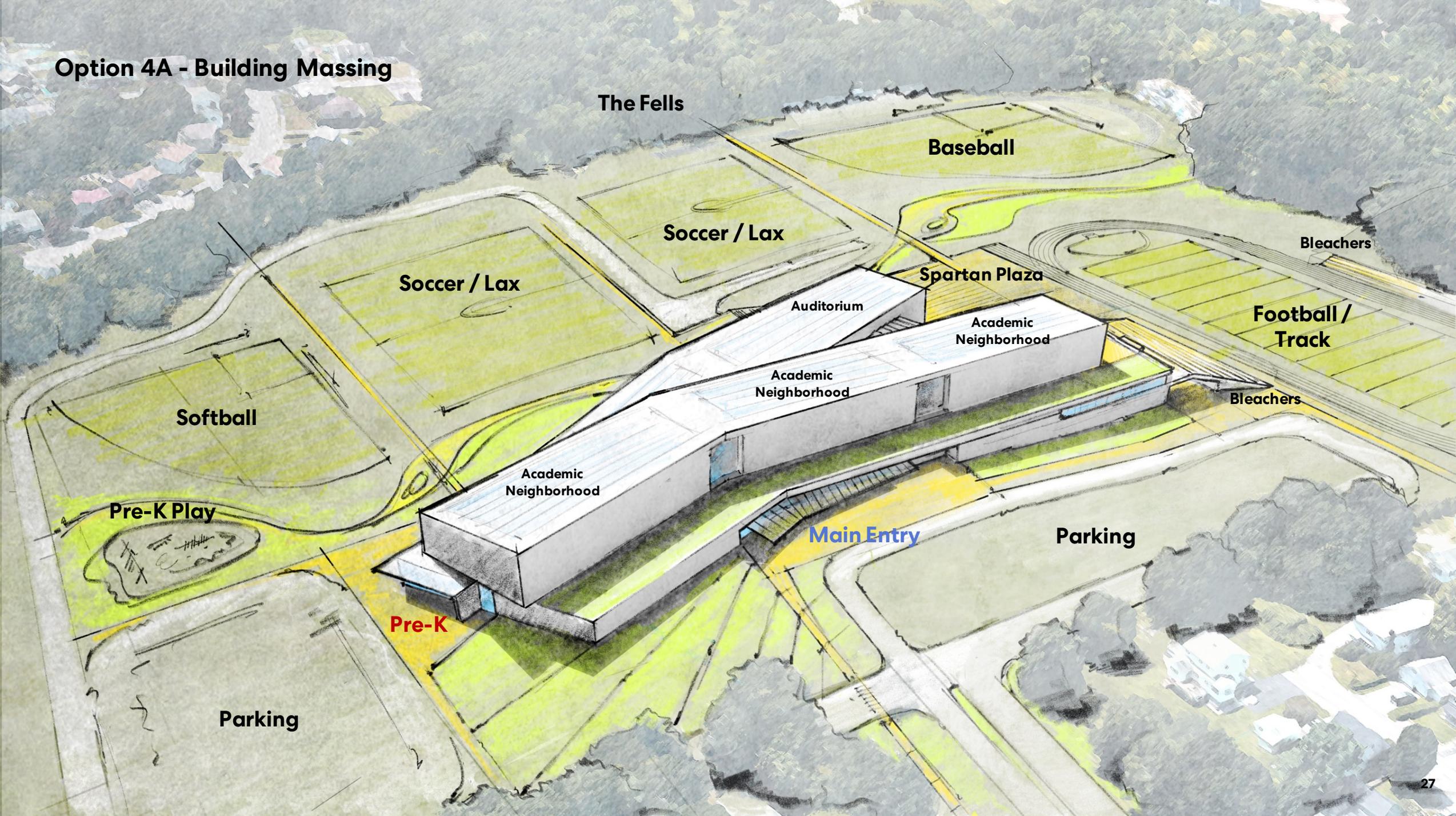


CORE ACADEMIC

- 1/ CLASSROOM
- 2/ SPED
- 3/ SCIENCE AND PREP ROOM
- 4/ TEACHER PLANNING
- 5/ BREAKOUT SPACE

- 6/ VERTICAL CIRCULATION
- 7/ TOILET AND SERVICES
- 8/ SMALL GROUP
- 14/ BIOMEDICAL
- 15/ ENGINEERING
- 16/ MAKER SPACE

Option 4A - Building Massing



The Fells

Baseball

Soccer / Lax

Bleachers

Soccer / Lax

Spartan Plaza

Football /
Track

Auditorium

Academic
Neighborhood

Bleachers

Academic
Neighborhood

Softball

Academic
Neighborhood

Pre-K Play

Main Entry

Parking

Pre-K

Parking

Perkins&Will

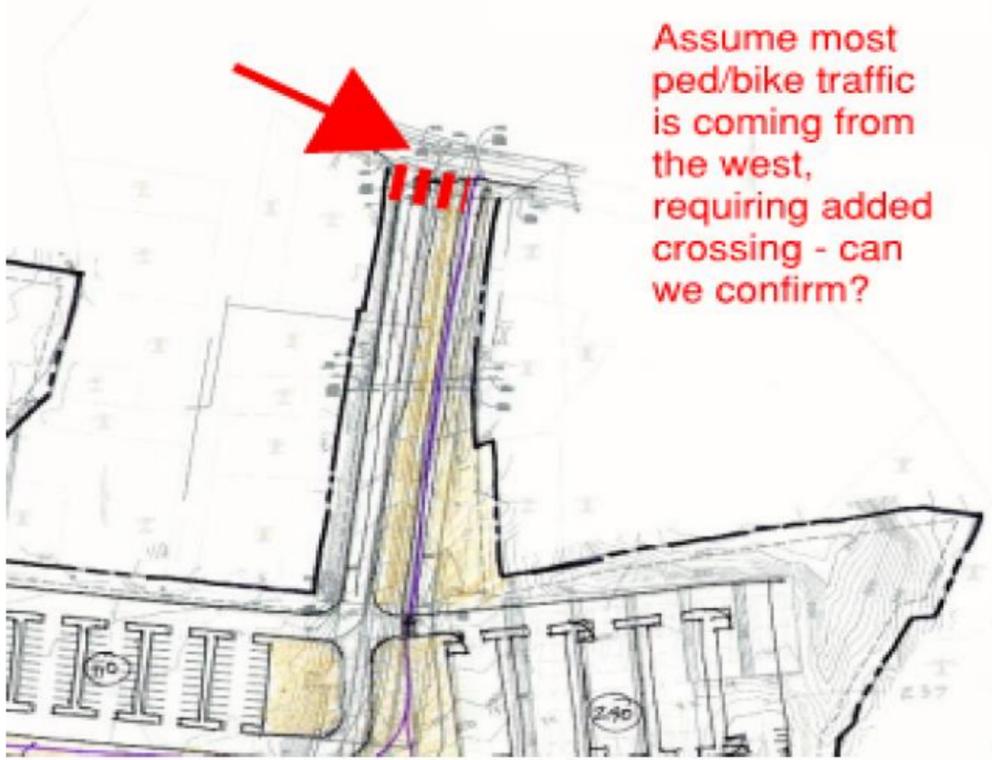
Discussion

Building Committee Meeting

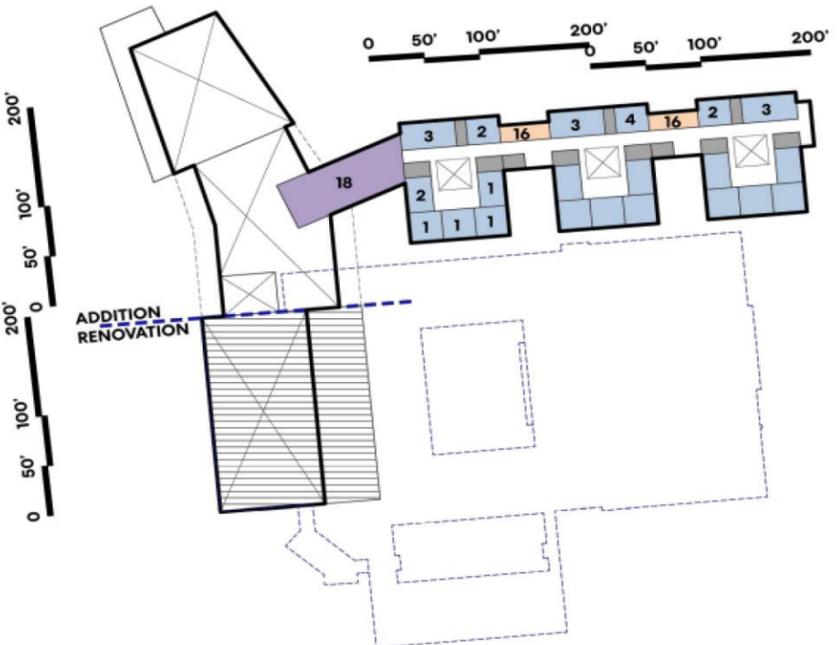
**Stoneham High School Feasibility Study
 Design Options Review
 Progress PSR Comments and Responses**

No.	Date	SSBC Member	Comment	P&W Response
1	10/28/2020	Doug Gove	I thought the presentation the PW team made on the Renovation / Addition option was great. I realize it is early in the process, but has the team looked into the feasibility of maintaining the normal high school functions during construction and have these costs been incorporated into the cost estimate? I remained concerned about egress into and out of the existing building, parking, vehicular and student flow through the site. While I recognize that there will be some disruption to normal routine during construction, it is important that we provide a safe and functional learning environment for the kids attending school during this period. This comment applies to the new high school options as well --- i think we need to factor in student experience during construction when laying out these options.	
2	10/28/2020	Doug Gove	Building on my first comment, since traffic patterns onsite will be disrupted during construction, will there be enough queue length to avoid gridlock on Franklin Street. Would it be possible to have an early milestone in the project to implement traffic recommendations to ease the gridlock?	
3	10/28/2020	Doug Gove	There was a discussion on parking during the meeting and providing at least the same parking spots as the existing school. Has the PW team considered the parking available along both sides of Franklin Place and will this be available post project? Cars take advantage of this parking for big events at the high school.	
4	10/28/2020	Doug Gove	There was discussion of having one of the new high school alternatives available for next meeting along with the renovation option. Can we prioritize differently so we have both new high school options and push off development of the renovation option until after our next meeting?	
5	10/28/2020	David Bois	Comments on Option 3A2 Civic Presence / Siting: If having the front door visible from Franklin St is important, this option does not achieve that goal. The front door is well to the west of the entry drive – which is centered on one of the neighborhood pods.	

**Stoneham High School Feasibility Study
 Design Options Review
 Progress PSR Comments and Responses**

No.	Date	SSBC Member	Comment	P&W Response
6	10/28/2020	David Bois	<p>The addition of the bike/ pedestrian path is a good design element – has this been evaluated with traffic to determine best location / operational efficiencies? Bike path is to the east of the vehicular drive – have we determined whether most pedestrians and bikes are coming from the east or are they more likely to arrive from the west (downtown direction) which would require an extra interaction between bikes, peds and cars?</p> 	
7	10/28/2020	David Bois	<p>Pedestrian plaza at the front of the school is nice, but is north facing and separates the entry from the parking / dropoff. Is there program for this or would this space better serve the school and academic programs on the south side of the building? The addition of the field at the south is a good feature, two comments,</p> <ul style="list-style-type: none"> o has this been included in the current budgets or is this an add to those numbers? o Since this is on the site of the existing school, it would seem as though this could be incorporated into any of the new build options as well 	
8	10/28/2020	David Bois	<p>Front entry court dominated by parking – this may be unavoidable – assume we will landscape this area, include stormwater management (rain gardens, etc.) – has this been included in budget assumptions to date? Assume pervious paving is not anticipated due to maintenance concerns.</p>	

**Stoneham High School Feasibility Study
 Design Options Review
 Progress PSR Comments and Responses**

No.	Date	SSBC Member	Comment	P&W Response
10	10/28/2020	David Bois	<p>Building Design</p> <p>The desire to keep the existing gym in this option results in significant “sprawl” to this plan. PW has done a nice job creating a workable option, however, it is my opinion that there are significant flaws in this approach:</p> <p>It appears that travel distances from the most remote classroom neighborhood to Spartan Place exceed 400’ and are in excess of 500’ to the gym and auditorium.</p> 	
11	10/28/2020	David Bois	<p>With the long travel distances, do we have a sense of how this impacts the need for additional elevators?</p>	
12	10/28/2020	David Bois	<p>Spartan Place – is a dramatic feature of the design, however, with the need for the plan to stretch to connect to the gym, it is remote and not at the core of the design – alternate plans (not requiring connection to the existing gym) could locate this space more centrally connected to the neighborhoods.</p>	
13	10/28/2020	David Bois	<p>The “basement” classrooms locate program that was discussed as core academics to support our students into the future are remote and disconnected.</p>	
14	10/28/2020	David Bois	<p>Construction / Budget</p> <p>The building is extremely close to the existing school – this is a result of reusing the existing gym – however there are significant concerns over the impacts of building this close to an active school. The project will impact at least two active school years, the quality of the learning environment, along with necessary exits / access and safety need to be considered a design element that guides our selection of the preferred option. In my opinion, this option will likely result in costs for logistics and temporary conditions that do not impact the quality of the new school long term.</p>	

**Stoneham High School Feasibility Study
Design Options Review
Progress PSR Comments and Responses**

No.	Date	SSBC Member	Comment	P&W Response
15	10/28/2020	David Bois	Renovation of the existing gym will result in a loss of use of that facility for some period of time – 6 months (or basically one school year) was mentioned, the committee has suggested that the least amount of impact on the fields (to allow for the continuation of normal sports seasons) should be a priority during construction – the gym should be considered in the same way.	
16	10/28/2020	David Bois	<p>We still need to consider budget management as a core responsibility of this committee. We reviewed some breakouts of the very preliminary budget and ineligible costs – the plan /program shown raises some additional questions:</p> <p style="padding-left: 40px;">The Pre-K program is a significant portion of the project – as show by the plans – are there other alternatives or is this a community / educational mandate?</p> <p style="padding-left: 40px;">Core academics over MSBA are listed as nearly \$6M – can we get more detail about what is included in this program?</p> <p style="padding-left: 40px;">The School Store is a \$500K+ project element?</p> <p style="padding-left: 40px;">As discussed, we should review ZNE systems in relationship to life-cycle costs, not just initial costs.</p> <p style="padding-left: 40px;">Also, in relation to turf vs natural grass fields, can we look at ongoing operation costs: maintenance (mowing, repair etc.) , utility (water) as well as potential revenue opportunities for the turf fields?</p> <p style="padding-left: 40px;">Traffic signals are listed at nearly \$5M – how many signals are included and how is this cost derived? Are there other funding sources for this as this is a community benefit and not related to any significant program change on site.</p>	
17	10/29/2020	Sharon Iovanni	<p>Have we taken into consideration how many spaces will be need for construction site workers? Can we identify a nearby offsite parking area from which construction site workers or students could be ferried to the high school site?</p>	
18	11/3/2020	Jeanne Craigie	My major concern with what was presented was access to old building by students when that area appears directly in front of the old one. This is an accident waiting to happen . Now , will it be staged in sections which seems more costly , staged earth work , stage steel all of those are costly when not efficiently done all at once.	
19	11/3/2020	Jeanne Craigie	Spartan Space is nice but it is not necessary to have that big a foot print when we are losing lockerroom space and athletic storage. Also the gentlemen who describe this plan kept using field house / gym as same thing?? We have no field house or did I miss it??	
20	11/3/2020	Jeanne Craigie	The only advantage to this one is a gymnasium larger than MSBA will not reimburse.	

**Stoneham High School Feasibility Study
 Design Options Review
 Progress PSR Comments and Responses**

No.	Date	SSBC Member	Comment	P&W Response
21	11/3/2020	Jeanne Craigie	The length of the building is truly a draw back to passing time and ability to travel in an efficient way for staff and students.	
22	11/3/2020	Jeanne Craigie	I still don't buy the argument to relocate a baseball field for sun glare and ignore it on a football field ... ask him to go play on it!	
23	11/8/2020	Josephine Thomson	Does anyone have any idea of the lifespan of a turf field? Best base for the artificial turf field? Maintenance of the turf field? Such as watering - anything else? What is the disposal process when the turf field has to be replaced? Where will it be disposed? Is the artificial turf field hotter than the natural grass fields? Safety concerns? Are there increased risks of injuries to the players? Respiratory concerns? Any information on research into new species of natural grass (greater density)? Feedback from other towns that have turf fields?	

DRAFT

PM&C Estimate
 Dated 9/25/20

Cost Components	Construction Cost	Total Project Cost
Site Related	\$15,416,512	\$18,576,897
Two Synthetic Soccer Fields	\$2,682,720	\$3,232,678
Sports Lighting Two Soccer Fields	\$1,104,000	\$1,330,320
Synthetic Football Field	\$1,490,648	\$1,796,231
Sports Lighting Football Field	\$883,200	\$1,064,256
Synthetic Track	\$833,520	\$1,004,392
Stadium Grading, Bleachers, Drainage, Walks	\$2,032,424	\$2,449,071
Concession Stand/Locker Rooms	\$2,250,000	\$2,711,250
Traffic Signals	\$4,140,000	\$4,988,700
Building ZNE Related	\$8,076,692	\$9,732,413
Building Envelope Above Standard	\$1,035,000	\$1,247,175
HVAC System Above Standard	\$7,041,692	\$8,485,238
Building Size above MSBA Guideline Related*	\$11,985,366	\$14,442,366
Core Academic	\$4,855,500	\$5,850,878
<i>Collaboration Space - 4,500 gsf</i>		
<i>Department Head Planning - 1,050 gsf</i>		
<i>Book Storage - 750 gsf</i>		
<i>Multi-Purpose Room - 3,000 gsf</i>		
<i>Huddle Rooms - 450 gsf</i>		
Art, Music, Vocational & Technical	\$482,064	\$580,887
<i>Combined between all - 968 gsf above guideline</i>		
Health and PE	\$3,987,984	\$4,805,521
<i>Gym - 4,000 nsf above guideline</i>		
<i>Storage - 1,600 nsf above guideline</i>		
<i>Locker Room/Team Room - 608 nsf above guideline</i>		
<i>Offices - 1,100 nsf above guideline</i>		
<i>Training Room - 700 nsf</i>		
Media Center	\$298,800	\$360,054
<i>History Lab - 600 gsf</i>		
Auditorium	\$1,191,714	\$1,436,015
<i>Seating Area - 1,367 nsf above guideline</i>		
<i>Stage - 700 nsf above guideline</i>		
<i>Storage - 176 nsf above guideline</i>		
<i>Sound Room - 150 nsf</i>		
Dining	\$213,144	\$256,839
<i>District Wide Freezer - 428 gsf</i>		
Medical	\$134,460	\$162,024
<i>Toilet Room - 90 gsf</i>		
<i>Mothers Room 180 gsf</i>		
Custodial	\$373,500	\$450,068
<i>General Storage - 750 gsf</i>		
Other	\$448,200	\$540,081
<i>School Store - 900 gsf</i>		
Total	\$35,478,570	\$42,751,677
District Offices*	\$1,942,200	\$2,340,351
District Offices	\$1,942,200	\$2,340,351

*Costs based on building-only cost per square feet for Option 4B - \$498/sf

Note: Non-Classroom spaces in Pre-K Program may also be ineligible - 6,563 gsf

Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

November 6, 2020

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

Re: Town of Stoneham, Stoneham High School

Dear Mr. Flanagan:

The Massachusetts School Building Authority (the “MSBA”) is forwarding review comments for the Module 3 Feasibility Study Preliminary Design Program submission for the Stoneham High School project in the Town of Stoneham, received by the MSBA on October 6, 2020.

Responses to the attached comments shall be forwarded to the assigned Project Coordinator, Jennifer Flynn (Jennifer.Flynn@MassSchoolBuildings.org), through the Owner’s Project Manager. Please review and return responses within 14 days of receipt of this letter.

If you have any questions or comments, please do not hesitate to contact Christina Forde (Christina.Forde@massschoolbuildings.org) at 617-720-4466.

Sincerely,



Mary Pichetti
Director of Capital Planning

Attachments: Attachment ‘A’ – Module 3 Preliminary Design Program Review Comments
Space Summary Guideline Revision Recommendations Memo

Cc: Legislative Delegation
Raymie Parker, Chair, Stoneham Select Board
Nicole Nial, Chair, Stoneham School Committee
John Macero, Superintendent, Stoneham Public Schools
Joel G. Seeley, Owner’s Project Manager, Symmes Maini & McKee Associates, Inc.
Robert Brown, Perkins+Will
Brooke Trivas, Perkins+Will
File: 10.2 Letters (Region 3)

ATTACHMENT A
MODULE 3 – PRELIMINARY DESIGN PROGRAM REVIEW COMMENTS

District: Town of Stoneham
School: Stoneham High School
Owner’s Project Manager: SMMA
Designer Firm: Perkins +Will Architects
Submittal Due Date: November 3, 2020
Submittal Received Date: October 6, 2020
Review Date: October 6-November 3, 2020
Reviewed by: M. Esdale, C. Forde, C. Alles, J. Jumpe

MSBA REVIEW COMMENTS

The following comments¹ on the Preliminary Design Program (“PDP”) submittal are issued pursuant to a review of the project submittal document for the proposed project presented as a part of the Feasibility Study submission in accordance with the MSBA Module 3 Guidelines.

3.1 PRELIMINARY DESIGN PROGRAM

Overview of the Preliminary Design Program Submittal	Complete	Provided; <i>Refer to comments following each section</i>	Not Provided; <i>Refer to comments following each section</i>	Receipt of District’s Response; <i>To be filled out by MSBA Staff</i>
OPM Certification of Completeness and Conformity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Table of Contents	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.1 Introduction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.2 Educational Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.3 Initial Space Summary	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.4 Evaluation of Existing Conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.5 Site Development Requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.6 Preliminary Evaluation of Alternatives	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.7 Local Actions and Approvals Certification(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1.8 Appendices	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

¹ The written comments provided by the MSBA are solely for purposes of determining whether the submittal documents, analysis process, proposed planning concept and any other design documents submitted for MSBA review appear consistent with the MSBA’s guidelines and requirements, and are not for the purpose of determining whether the proposed design and its process may meet any legal requirements imposed by federal, state or local law, including, but not limited to, zoning ordinances and by-laws, environmental regulations, building codes, sanitary codes, safety codes and public procurement laws or for the purpose of determining whether the proposed design and process meet any applicable professional standard of care or any other standard of care. Project designers are obligated to implement detailed planning and technical review procedures to effect coordination of design criteria, buildability, and technical adequacy of project concepts. Each city, town and regional school district shall be solely responsible for ensuring that its project development concepts comply with all applicable provisions of federal, state, and local law. The MSBA recommends that each city, town and regional school district have its legal counsel review its development process and subsequent bid documents to ensure that it is in compliance with all provisions of federal, state and local law, prior to bidding. The MSBA shall not be responsible for any legal fees or costs of any kind that may be incurred by a city, town or regional school district in relation to MSBA requirements or the preparation and review of the project’s planning process or plans and specifications.

3.1.1 INTRODUCTION

Provide the following Items		Complete; <i>No response required</i>	Provided; <i>District's response required</i>	Not Provided; <i>District's response required</i>	Receipt of District's Response; <i>To be filled out by MSBA Staff</i>
1	Summary of the Facility Deficiencies and Current S.O.I.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Date of invitation to conduct a Feasibility Study and MSBA Board Action Letter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Executed Design Enrollment Certification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Narrative of the Capital Budget Statement and Target Budget	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Project Directory with contact information	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Updated Project Schedule	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

No review comments for this section.

3.1.2 EDUCATIONAL PROGRAM

Provide a summary and description of the existing educational program, and the new or expanded educational vision, specifications, process, teaching philosophy statement, as well as the District's curriculum goals and objectives of the program. Include description of the following items:

Provide the following Items		Complete; <i>No response required</i>	Provided; <i>District's response required</i>	Not Provided; <i>District's response required</i>	Receipt of District's Response; <i>To be filled out by MSBA Staff</i>
1	Grade and School Configuration Policies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Class Size Policies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	School Scheduling Method	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Teaching Methodology and Structure				
	a) Administrative and Academic Organization/Structure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Curriculum Delivery Methods and Practices	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	c) English Language Arts/Literacy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d) Mathematics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	e) Science	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	f) Social Studies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	g) World Languages	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	h) Academic Support Programming Spaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	i) Student Guidance and Support Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Teacher Planning and Professional Development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Pre-kindergarten	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Kindergarten	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8	Lunch Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Technology Instruction Policies and Program Requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Media Center/Library	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Visual Arts Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Performing Arts Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	Physical Education Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Special Education Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15	Vocation and Technology Programs				
	a) Non-Chapter 74 Programming	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Chapter 74 Programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	Transportation Policies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	Functional and Spatial Relationships	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Security and Visual Access Requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

4b) *In response to these review comments, please describe the District’s curriculum delivery methods and practices.*

9) *The MSBA suggests the District consider providing assisted listening technology in each classroom, as well as general use throughout educational spaces within the proposed project for hearing impaired accessibility. Please acknowledge.*

18) *In response to these review comments, please confirm that first responding emergency representatives will be consulted in the planning process and associated requirements will be incorporated into the preferred schematic.*

Please note additional comments may be forthcoming.

3.1.3 INITIAL SPACE SUMMARY

Provide the following Items		Complete; <i>No response required</i>	Provided; <i>District’s response required</i>	Not Provided; <i>District’s response required</i>	Receipt of District’s Response; <i>To be filled out by MSBA Staff</i>
1	Space summary; one per approved design enrollment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Floor plans of the existing facility	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Narrative description of reasons for all variances (if any) between proposed net and gross areas as compared to MSBA guidelines	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

1) *The MSBA has performed a preliminary review of the new construction space summary for 695 students in grades 9-12 and offers the following:*

- **Core Academic** – The proposed square footage for this category exceeds the MSBA guidelines by 8,500 nsf. Per the information provided, the following spaces will be proposed in order for the District to deliver its educational program:

<i>Anticipated Core Academic Spaces</i>	Grades 9-12 for 695 students		
	<i>Proposed No. Rooms</i>	<i>MSBA Guidelines No. Rooms</i>	<i>Variance</i>
<i>Classroom - General</i>	23	23	0
<i>Collaboration Space per Neighborhood</i>	6	0	+6
<i>Teacher Planning</i>	23	23	0
<i>Small Group Seminar (20-30 seats)</i>	2	2	0
<i>Science Classroom / Lab</i>	6	6	0
<i>Prep Room</i>	6	6	0
<i>Central Chemical Storage Room</i>	1	1	0
<i>Department Head Planning Area (max 8)</i>	1	0	+1
<i>Book Storage</i>	1	0	+1
<i>Interdisciplinary Project and Performance Room</i>	1	0	+1
<i>Health Classroom</i>	1	0	+1
<i>Huddle Rooms for Quiet Space</i>	6	0	+6

The following spaces are variations to the MSBA guidelines:

- **Classroom – General** – The District is proposing (23) 900 nsf General Classrooms totaling 20,700 nsf, which exceeds the MSBA guidelines by 1,150 nsf. Based on the information provided the MSBA accepts this variation to the guidelines. No further preliminary comments.
- **Teacher Planning** – The District is proposing (23) 100 nsf Teacher Planning areas totaling 2,300 nsf, which meets the MSBA guidelines. In response to these review comments, please provide information that describes the proposed location and adjacencies of the (23) Teacher Planning areas.
- **Collaboration Space per Neighborhood** – The District is proposing (6) 500 nsf Collaboration Space per Neighborhood totaling 3,000 nsf in excess of the MSBA guidelines. Based on the information, and the proposed size of the General Classrooms compared to the square foot range allowed in the MSBA guidelines, the MSBA may participate in a portion of the overall proposed square footage associated with the Collaboration Space per Neighborhood. In response to these review comments, please provide additional information that demonstrates how these spaces will be scheduled, staffed, and supervised.
- **Department Head Planning Area** – The District is proposing (1) 700 nsf Department Head Planning Area in excess of the MSBA guidelines. The information provided states: “The school’s vision for the future is to have one central Department Head Planning Area of 700 sf to promote interdisciplinary collaboration between department heads. This would also eliminate the needs for any Department Offices.” Please relocate this area to the ‘Administration and Guidance’ category. Additionally, note

any square footage exceeding MSBA guidelines in the 'Administration and Guidance' category will be considered ineligible for reimbursement. Please acknowledge.

- **Book Storage** – *The District is proposing (1) 500 nsf Book Storage area in excess of the MSBA guidelines. The information provided states: "A book storage area is needed near the Department Head Planning Area." Please relocate this area to the 'Administration and Guidance' category or include it as part of the grossing area of the proposed building if it can be provided for within the MSBA's upper limit of 1.50. Additionally, note any square footage exceeding MSBA guidelines in the 'Administration and Guidance' category will be considered ineligible for reimbursement. Please acknowledge.*
- **Interdisciplinary Project and Performance Room** – *The District is proposing (1) 2,000 nsf Interdisciplinary Project and Performance Room in excess of the MSBA guidelines. The information provided indicates this space is intended "to support student performance, guest speakers, seminars, interdisciplinary collaborative activities and presentation and showcasing of student work". In response to these review comments, please provide additional information that demonstrates how this space will be scheduled, staffed, and supervised. Additionally, please relocate this space to the 'Vocations and Technology' category.*
- **Health Classroom** – *The District is proposing (1) 850 nsf Health Classroom in excess of the MSBA guidelines. Based on the information provided the MSBA accepts this variation to the guidelines. No further preliminary comments.*
- **Huddle Rooms for Quiet Space** – *The District is proposing (6) 50 nsf Huddle Rooms for Quiet Space totaling 300 nsf in excess of the MSBA guidelines. The information provided states: "The District identified need for teachers to have an opportunity to have an heads-down space, outside of the common planning area which tend to be noisy due to collaborative discussions. These huddle rooms/quiet rooms will satisfy the important need to ensure there diverse types of spaces for all personal." Please relocate these spaces to the 'Administration and Guidance' category. Additionally, note any square footage exceeding MSBA guidelines in the 'Administration and Guidance' category will be considered ineligible for reimbursement. Please acknowledge.*
- **Special Education** – *The proposed square footage for this category exceeds the MSBA guidelines by 700 nsf. Please relocate the following spaces:*
 - *(4) 150 nsf Offices (School Adjustment Counselor, School Psychologist, SPED Transition Coordinator, and SPED Office), totaling 600 nsf to the 'Administration and Guidance' category. Additionally, note any square footage exceeding MSBA guidelines in the 'Administration and Guidance' category will be considered ineligible for reimbursement. Please acknowledge.*
 - *(1) 900 nsf ESL Services space to the 'Core Academic' category. Please note that based on the information provided the MSBA accepts this variation to the guidelines. No further preliminary comments.*

Please note that the Special Education program is subject to approval by the Department of Elementary and Secondary Education ("DESE"). The District should provide the required information required with the Schematic Design submittal. Formal approval of

the District's proposed Special Education program by the DESE is a prerequisite for executing a Project Funding Agreement with the MSBA. Please acknowledge.

- **Art & Music / Vocations & Technology** – *The combined proposed square footage for these categories exceeds the MSBA guidelines by 645 nsf. The MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Please note that square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.*
- **Health & Physical Education** – *The proposed square footage for this category exceeds the MSBA guidelines by 8,008 nsf. The MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Please note that square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.*

Please refer to the attached memo regarding the MSBA's policy on physical education square footage in excess of the MSBA guidelines. The policy states: "The district may choose to build a gymnasium and related spaces in excess of MSBA guidelines, but in no event shall the gymnasium exceed 18,000 nsf. The MSBA will participate in a gymnasium of up to 12,000 nsf unless adjusted by the MSBA to increase teaching stations for enrollment and/or the educational plan." Additionally, areas in excess of the MSBA guidelines will be at the sole expense of the district; and the MSBA will exclude from its grant the cost of the total gross square foot ("gsf") in excess of the guidelines for these areas.

- **Media Center** – *The proposed square footage for the category exceeds the MSBA guidelines by 400 nsf. The MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Please note that square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.*
- **Auditorium/Drama** – *The proposed square footage for this category exceeds the MSBA guidelines by 2,393 nsf. The MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Please note that square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.*

Please refer to the attached memo regarding the MSBA's policy on auditorium square footage in excess of the MSBA guidelines. The policy states: "The district may choose to build an auditorium in excess of MSBA guidelines, but no more than 13,300 net square foot ("nsf") (based upon an upper limit of 1,000 seats). The MSBA funding limit will vary depending on the agreed-upon design enrollment but will not exceed 10,400 nsf." Additionally, areas in excess of the MSBA guidelines will be at the sole expense of the district; and the MSBA will exclude from its grant the cost of the total gross square foot (gsf) in excess of the guidelines for these areas.

- **Dining & Food Service** – *The proposed square footage for this category exceeds the MSBA guidelines by 285 nsf. The MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Please note that*

square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.

- **Medical** – *The proposed square footage for this category exceeds the MSBA guidelines by 180 nsf. Please relocate the (2) 60 nsf Mothers Rooms totaling 120 nsf to the ‘Non-Programmed Spaces’ category. Currently, incorporating this square footage into the ‘Non-Programmed Spaces’ category results in a grossing factor of 1.50. Additionally, the MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Please note that square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.*
- **Administration & Guidance** – *The proposed square footage for this category aligns with the MSBA guidelines. No further preliminary comments.*
- **Custodial & Maintenance** – *The proposed square footage for this category exceeds the MSBA guidelines by 500 nsf. The MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Please note that square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.*
- **Other** – *The District is proposing 14,575 square feet for this category which exceeds the MSBA guidelines. The following spaces are proposed:*
 - **School Store** – *The District is proposing (1) 600 nsf School Store in excess of the MSBA guidelines. Please note that square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.*
 - **Pre-School Program (13,975 nsf):**
 - *(8) 1,200 nsf Pre-School Classrooms with toilets/changing (15 students)*
 - *(2) 175 nsf (totaling 350 nsf) Observation Areas: Childcare Development Pathway*
 - *(1) 400 nsf Pre-School OT/PT*
 - *(1) 150 nsf Pre-School Director Office*
 - *(2) 250 nsf (totaling 500 nsf) Pre-School Speech/Language*
 - *(1) 350 nsf Pre-School Conference Room*
 - *(1) 275 nsf Reception Area with Secretary*
 - *(1) 300 nsf Teacher Work Room/ Collaboration*
 - *(1) 600 nsf Student Lunch Room*
 - *(1) 150 nsf Social Worker Office*
 - *(1) 150 nsf BCBA Office*
 - *(1) 350 nsf Nurse*

- (1) 350 nsf Conference Room – In response to these review comments, please clarify the use of this conference room and how it differs from the proposed (1) 350 nsf Pre School Conference Room identified above.
- (1) 450 nsf Sensory Room

The MSBA’s participation will be limited to Pre-School classrooms only, and potentially Pre-School spaces dedicated for special education, provided that the District submit additional information that further describes the proposed number of students, daily/weekly schedule, special education program, and space utilization impact on the schools in which these programs are currently housed. Please note that upon selection of a preferred schematic, the District may be required to adjust spaces/square footage that exceeds the MSBA guidelines and is not supported by the Educational Program provided.

No further review comments for this section.

3.1.4 EVALUATION OF EXISTING CONDITIONS

Provide the following Items		Complete; <i>No response required</i>	Provided; <i>District's response required</i>	Not Provided; <i>District's response required</i>	Receipt of District's Response; <i>To be filled out by MSBA Staff</i>
1	Confirmation of legal title to the property.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Determination that the property is available for development.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Existing historically significant features and any related effect on the project design and/or schedule.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Determination of any development restrictions that may apply.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Initial Evaluation of building code compliance for the existing facility.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Initial Evaluation of Architectural Access Board rules and regulations and their application to a potential project.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Preliminary evaluation of significant structural, environmental, geotechnical, or other physical conditions that may impact the cost and evaluations of alternatives.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Determination for need and schedule for soils exploration and geotechnical evaluation.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Environmental site assessments minimally consisting of a Phase I: Initial Site Investigation performed by a licensed site professional.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Assessment of the school for the presence of hazardous materials.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Previous existing building and/or site reports, studies, drawings, etc. provided by the district, if any.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

3) The information provided indicates a Project Notification Form (“PNF”) was submitted to the Massachusetts Historical Commission (“MHC”) on August 27, 2020, and MHC approval was obtained on September 15, 2020.

8) The information provided on page 12-13 of the Preliminary Geotechnical Report prepared by Lahlaf Geotechnical Consulting, Inc. (LGCI), states:

“We recommended performing additional explorations, including soil borings and test pits during the next phase of the project after the proposed building layout, size, and location have been established. We believe that test pits are more suited for areas where the fill contains large cobbles and boulders. We recommend advancing at least (16) additional borings and excavating at least twelve test pits.”

In response to these review comments, provide a description of how this recommendation will be scheduled in future phases of project.

9) Note that costs associated with the removal of fuel storage tanks and associated contaminated soil is considered ineligible for reimbursement. Please acknowledge.

10) It should be noted that all costs associated with the removal of asbestos containing floor and ceiling tiles are categorically ineligible for MSBA reimbursement. Additionally, the project team should be aware of the current policies associated with MSBA’s participation in the abatement and removal of hazardous materials. Please note that work associated with the removal of associated contaminated soil and materials are considered ineligible for reimbursement.

11) In response to these review comments, provide any previous existing building and/or site reports, studies, drawings, etc. provided by the district, if any.

No further review comments for this section.

3.1.5 SITE DEVELOPMENT REQUIREMENTS

Provide the following Items		Complete; <i>No response required</i>	Provided; <i>District’s response required</i>	Not Provided; <i>District’s response required</i>	Receipt of District’s Response; <i>To be filled out by MSBA Staff</i>
1	A narrative describing project requirements related to site development to be considered during the preliminary and final evaluation of alternatives.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Existing site plan(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

1) As part of the District’s Preferred Schematic Report (“PSR”), provide a site section that illustrates how the preferred schematic sits on the site and how the proposed location impacts access and circulation. Please acknowledge.

No further review comments for this section.

3.1.6 PRELIMINARY EVALUATION OF ALTERNATIVES

Provide the following Items		Complete; <i>No response required</i>	Provided; <i>District's response required</i>	Not Provided; <i>District's response required</i>	Receipt of District's Response; <i>To be filled out by MSBA Staff</i>
1	Analysis of school district student school assignment practices and available space in other schools in the district	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Tuition agreement with adjacent school districts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Rental or acquisition of existing buildings that could be made available for school use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Code Upgrade option that includes repair of systems and/or scope required for purposes of code compliance; with no modification of existing spaces or their function	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Renovation(s) and/or addition(s) of varying degrees to the existing building(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Construction of new building and the evaluation of potential locations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	List of 3 distinct alternatives (including at least 1 renovation and/or addition option) are recommended for further development and evaluation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

As part of the Preliminary Evaluation of Alternatives, the District explored the following ten (10) options for grades 9-12 with an enrollment of 695 students at the existing Stoneham High School site:

- *Option 1: Code Upgrade with an estimated project costs \$115 million*
- *Option 2: Renovation with an estimated project cost of \$173.4 million*
- *Option 3A1: Addition/Renovation with an estimated project cost of \$175.7 million*
- *Option 3A2: Addition/Renovation with an estimated project cost of \$175.2 million*
- *Option 3B: Addition/Renovation with an estimated project cost of \$174.6 million*
- *Option 4A1: New Construction with an estimated project cost of \$177.7 million*
- *Option 4A2: New Construction with an estimated project cost of \$180.6 million*
- *Option 4A3: New Construction with an estimated project cost of \$174.8 million*
- *Option 4B: New Construction with an estimated project cost of \$172.9 million*
- *Option 4C: New Construction with an estimated project cost of \$173.7 million*

1) The information provided indicates there are no available spaces within the District for swing space. As part of the District's PSR, please provide information that describes the anticipated impact to students during an occupied and phased construction project. Please acknowledge.

7) The District has indicated further evaluation of the following five (5) options as part of its PSR:

- *Option 1: Code Upgrade with an estimated project costs \$115 million*
- *Option 2: Renovation with an estimated project cost of \$173.4 million*

- Option 3A2: Addition/Renovation with an estimated project cost of \$175.2 million
- Option 4A3: New Construction with an estimated project cost of \$174.8 million
- Option 4B: New Construction with an estimated project cost of \$172.9 million

No further review comments for this section.

3.1.7 LOCAL ACTIONS AND APPROVAL

Provide the following Items		Complete; No response required	Provided; District's response required	Not Provided; District's response required	Receipt of District's Response; To be filled out by MSBA Staff
1	Signed Local Actions and Approvals Certification: (original)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Certified copies of the School Building Committee meeting notes showing specific submittal approval vote language and voting results, and a list of associated School Building Committee meeting dates, agenda, attendees and description of the presentation materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

No review comments for this section.

3.1.8 APPENDICES

Provide the following Items		Complete; No response required	Provided; District's response required	Not Provided; District's response required	Receipt of District's Response; To be filled out by MSBA Staff
1	Current Statement of Interest	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	MSBA Board Action Letter including the invitation to conduct a Feasibility Study	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Design Enrollment Certification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

No review comments for this section.

Additional Comments:

The MSBA issues project advisories from time to time, as informational updates for Districts, Owner's Project Managers ("OPM"), and Designers in an effort to facilitate the efficient and effective administration of proposed projects currently pending review by the MSBA. The advisories can be found on the MSBA's website. In response to these review comments, please confirm that the District's consultants have reviewed all project advisories and they have been incorporated into the proposed project as applicable.

Regarding Past Projects:

MSBA records do not indicate previous grants associated with Stoneham High School.

End

MEMORANDUM

TO: Board of Directors, Massachusetts School Building Authority
FROM: Maureen G. Valente, Chief Executive Officer
John K. McCarthy, Executive Director, Deputy Chief Executive Officer
SUBJECT: Staff Recommendation for policy revisions to allow for auditorium and
gymnasium spaces in excess of the MSBA Space Summary Guidelines at the
district's sole expense
DATE: November 2, 2016

Based upon review of project data and discussions with the Board of Directors, staff is recommending a policy revision to the Massachusetts School Building Authority (the "MSBA") space guidelines specifically for Auditorium and Gymnasium related spaces that are in excess of those included in the MSBA space summary guidelines.

Background

Based on project reviews in late fall 2015, the Board of Directors requested that staff provide information regarding the potential to revise the policies for space guidelines to allow for requests by districts for spaces in excess of the MSBA's guidelines at the district's sole expense. Staff presented an overview of current policies and practices at the March 16, 2016 Board of Directors meeting and followed with additional information regarding potential revisions at the March 30, 2016 Board of Directors meeting.

Based on the discussions and input received from the Board members, staff has prepared a Potential Revised Policy, included as Attachment A, which will allow districts to include spaces in excess of the MSBA's space summary guidelines at the district's sole expense for two program areas: auditorium and gymnasium. Staff has received favorable feedback regarding this proposed revision to the MSBA's policies, and as noted at the September 29, 2016 Board of Directors meeting and further reviewed at the October 19, 2016 Facilities Assessment Subcommittee meeting, staff have prepared this recommendation to revise the MSBA's policy for the Board of Directors approval.

Recommendation

Specific details are set forth in Attachment A: Potential Revised Policy – Auditorium and Gymnasium spaces above guidelines requested to support community use at district's sole expense.

Key features of the policy revision include:

- Areas in excess of the MSBA guidelines will be at the sole expense of the district;
- Community support must be demonstrated prior to MSBA approval of a district’s proposed project scope and budget;
- The MSBA will exclude from its grant the cost of the total gross square foot (“gsf”) above guidelines for these areas as shown below in the sample calculation. This amount will not change over the term of the grant even if the bids come in at a lower amount.

- High Schools:
 - Upper limits on allowable nsf in excess of guidelines include:
 - The district may choose to build an auditorium in excess of MSBA guidelines, but no more than 13,300 net square foot (“nsf”) (based upon an upper limit of 1,000 seats). The MSBA funding limit will vary depending on the agreed-upon design enrollment but will not exceed 10,400 nsf; and
 - The district may choose to build a gymnasium and related spaces in excess of MSBA guidelines, but in no event shall the gymnasium exceed 18,000 nsf. The MSBA will participate in a gymnasium of up to 12,000 nsf unless adjusted by the MSBA to increase teaching stations for enrollment and/or the educational plan.

- Middle Schools/Elementary Schools:
 - Upper limits on allowable nsf in excess of guidelines include:
 - The district may choose to build an auditorium even though the MSBA space guidelines do not include an auditorium and no portion of the design and construction of an auditorium will be reimbursed, including the stage, regardless of whether the district chooses not to include a stage in its cafetorium or gymnasium. If the district chooses to build an auditorium, the auditorium cannot be larger than 13,300 nsf; and
 - The district may choose to build a gymnasium and related spaces in excess of MSBA guidelines, but in no event shall the gymnasium itself exceed 12,000 nsf. The MSBA will participate in a gymnasium up to no more than 6,000 nsf, unless adjusted by the MSBA to increase teaching stations for enrollment and/or the education plan.

 - Sample Calculation for Auditorium space in a high school in excess of guidelines at the district’s sole expense:

Total net square footage (nsf) requested by the District	13,300 nsf
Total nsf for Auditorium Category allowed as eligible by MSBA space guidelines	10,400 nsf
Excess net square footage equals District request minus net	2,900 nsf

square footage allowable by MSBA space guidelines	
Gross square foot (gsf) exclusion = Excess net square feet times the project's grossing factor. For illustration purposes, project's sample grossing factor is 1.5	2,900 nsf x 1.5 = 4,350 gsf
Total cost of exclusion = Gross square foot times the project's total construction cost/square foot. For illustration purposes, project's total construction cost/square foot is \$375 per square foot.	4,350 gsf x \$375/gsf = \$1,631,250
Total cost of exclusion	\$1,631,250

Recommendation

MSBA staff is recommending a policy revision to the MSBA space guidelines specifically for Auditorium and Gymnasium related spaces that are in excess of those included in the MSBA space summary guidelines. This recommendation would be effective for districts that are approved to proceed into schematic design on or after January 1, 2017.

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: 10/28/2020
 Time: 3:00pm
 Meeting No: 3

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
	David Bois	Co-Chair School Building Committee
	John Macero	Superintendent of Schools
	Bryan Lombardi	Principal
	Brooke Trivas	Perkins and Will
✓	Joel Seeley	SMMA

Item #	Action	Discussion
3.1	R. Parker J. Seeley	<p>The dates for upcoming meetings, presentations and community-wide survey were reviewed and agreed as follows:</p> <ul style="list-style-type: none"> • November 2nd - CM at Risk Prequalification Committee Meeting • November 4th - PTO Presentation - South ES and HS Community-Wide Survey No. 1, run 11/5 to 11/12, results shared with SSBC on 11/23 • November 7th - Community Forum No. 3 • November 9th- SSBC Meeting - 1 Renovation/ 1 New Option • November 19th - PTO Presentation - Colonial Park • November 23rd - SSBC Meeting - 1 New Option (final options by this date) • December 7th - CM at Risk Prequalification Committee Meeting (6pm) • December 7th - SSBC Meeting - Energy Model, Systems, Costs, Review/Discussions on Options Community-Wide Survey No. 2, run 12/8 to 12/15, results shared with SSBC on 12/16 • December 9th - Community Forum No. 4 • December 15th - Tri-Board Meeting

Item #	Action	Discussion
		<ul style="list-style-type: none"> • December 16th – SSBC Meeting - Discussion/ Final Decision/Vote • December 17-23 Final PSR Book <p>The following actions were agreed upon:</p> <ol style="list-style-type: none"> 1. R. Parker to confirm if Select Board meeting on 12/15/20. 2. J. Seeley to confirm 12/16/20 SSBC meeting date change with M. Christie and D. Bois.
3.2	J. Seeley B. Trivas S. Iovanni	<p>The draft Community Survey No. 1, attached, was reviewed.</p> <p>The following actions were agreed upon:</p> <ol style="list-style-type: none"> 1. Add the survey link to the hardcopy 2. Determine if the email addresses of responders can be captured 3. Change “Parent” to “Parent/Guardian of Student” in Question 1 4. Add “Stoneham Town Employee” to Question 1 5. Shift order of selections in Question 2 6. S. Iovanni to submit press release by 11/2/20 7. B.Trivas and J.Seeley to promote survey in PTO and Community Forum No. 3 presentations <p>A motion was made by R. Parker and seconded by N. Nial to approve the Community Survey No. 1 with corrections noted. No discussion, motion passed unanimous by roll call vote.</p> <p>A motion was made by R. Parker and seconded by N. Nial to approve the Press Release for Community Survey No. 1. No discussion, motion passed unanimous by roll call vote.</p>
3.3	J. Seeley	J. Seeley to add “Review Subcommittee Authority” to the 11/9/20 SSBC meeting agenda.
3.4	R. Parker	R. Parker to contact A. Brough Palmerino to ask if Stoneham TV can develop an Informational PSA. J. Macero and B. Lombardi to participate. <i>(from prior meeting)</i>
3.5	J. Macero	J. Macero to contact the Council on Aging and the Senior Center for possible virtual presentations. <i>(from prior meeting)</i>

Attachments: Draft Community Forum No. 1 Survey

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

Stoneham High School Feasibility Study



Stoneham School Building Committee Community Survey No. 1

November 5, 2020

As the Stoneham School Building Committee (SSBC) prepares its recommendation for a Preferred Schematic Design to the Massachusetts School Building Authority (MSBA), it is important that we hear from you. Please complete the following short survey; the results will help guide the decision-making process as the SSBC continues its important work.

1. Please select all stakeholder groups that apply to you.

- Student
- Parent/Guardian of Student
- Stoneham Resident
- Stoneham Registered Voter
- Stoneham Homeowner
- Stoneham Business Owner
- Stoneham Elected Official
- Stoneham Public Schools Employee
- Stoneham Town Employee
- Other (please specify) _____

2. What is the most important consideration in the decision-making process for recommending a capital school building project to the Stoneham residents for approval?

Please rank the following priorities with 1 being the most important and 6 being the least important.

- | | |
|--|---|
| | Education – Greatest benefit to all learners |
| | Traffic – Improves site circulation and neighborhood traffic |
| | Cost – Minimal impact to taxpayers |
| | Community Use – Beneficial for community use of school and site |
| | Construction Impact – Least impact to teaching and learning |
| | Sustainability – Most energy efficient and green facility |

3. Is there another important consideration that is not listed above? If so, please explain.

4. How do you receive your information on Town and School news?

- Stoneham Independent
- Stoneham Sun / Wicked Local
- Stoneham Patch
- Town of Stoneham Website
- Stoneham School Building Committee (SSBC) Website
- StonehamTV
- Stoneham Public Schools Facebook
- Stoneham Parents Facebook
- Other Town/School Facebook
- Stoneham School PTO
- Other (please specify) _____

5. How can the School Building Committee improve communication with the public regarding this project and state grant?

Thank you for participating in Community Survey No. 1.

Please be assured that your opinions and contact information are protected and at no time will this information be sold to any third party. This information is strictly for the reference of the SSBC to incorporate your input into the project.

Would you like to receive updates and information regarding the Stoneham High School project as the Feasibility Study progresses?

- Yes, my name is _____ and
my email address is: _____
- No.

For the link to complete this survey electronically and share with your family, friends and neighbors: <https://forms.gle/wkQ6TfxjJqyBgGtQA>

Project Minutes

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

Project No.: 20033
 Meeting Date: 10/26/2020
 Time: 10:00am
 Meeting No: 4

Attendees:

PRESENT	NAME	AFFILIATION
	Marie Christie	Co-Chair, School Building Committee
	David Bois	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 - Electricity
	Mark Rooney	Eversource - Electricity
	Denise Rouleau	National Grid - Gas
✓	Vamshi Gooje	Thornton Tomasetti
✓	Xiaoshu Du	Thornton Tomasetti
✓	Brooke Trivas	Perkins and Will
✓	Patrick Cunningham	Perkins and Will
✓	Kevin Caddle	BALA
	Edward Dolan	BALA
✓	Joel Seeley	SMMA

Item #	Action	Discussion
4.1	Record	J. Seeley indicated the Path 1 MOU and ESA have been signed and sent to Eversource. The agenda for the meeting is to follow-up on the Eversource Zero Net Energy Conference held on 10/8/20, and establish the deliverables for the PSR Phase.
4.2	J. Seeley	Eversource Zero Net Energy Conference P. Cunningham indicated the Acton-Boxborough (A-B) presentation at the Eversource Zero Net Energy Conference had several take-aways applicable to Stoneham:

Item #	Action	Discussion
		<ol style="list-style-type: none"> 1. Stoneham should apply for as many applicable energy grants as soon as possible. A-B applied for a \$12,000 grant from DOER for technical assistance. This grant funded a consultant that assisted A-B in writing the RFP for the PhotoVoltaic (PV) vender. 2. Retain the PV vender as early as possible. A-B retained NexAmp, as their PV vender, thru a Power Purchase Agreement (PPA). 3. Plan for battery storage for the PV system to maximize load sharing to reduce overall utility rate. 4. The geo-thermal wells will generate a significant amount of surface water during drilling, needs to be factored in CM's construction plan. 5. Need community champions to speak on the benefits of ZNE, can't be just the Building Committee members. 6. J. Seeley to forward the A-B powerpoint and link to the conference recording once received.
4.3	E. Wortman	<p>Photovoltaic (PV) System</p> <ol style="list-style-type: none"> 1. E. Wortman will contact A-B for more information on their PV RFP and will take the lead with S. McPhee on bringing the PV vender on board. 2. E. Wortman indicated the Town is a member of the PowerOptions consortium, who have a PV PPA program, as an option to the RFP process. 3. V. Gooje indicated the MassSave Path 1 program is focused on achieving an EUI of 25 or less without PV. The PV would be needed bring the project to ZNE. 4. V. Gooje indicated that once the decision to go all-electric is made, the PV component is very important in the economics of the project, as electricity is between 2 ½ to 4 times more expensive than gas on an equivalent basis. 5. E. Wortman explained the town's aggregated rate structure for electricity. 6. D. Sheehan indicated the high school may be a shelter and asked would the emergency generator need to be natural gas-fired? <i>P. Cunningham indicated the generator could be diesel fired. The PV battery storage should not be considered for use by the emergency generator.</i> 7. D. Sheehan asked what is generally the percentage between PV arrays on the roof and arrays over the carports? <i>K. Caddle indicated based on the magnitude of PV array needed for ZNE projects, the ratio is typically 30% roof and 70% carports.</i>
4.4	S. McPhee V. Gooje	<p>Geo-Thermal System</p> <ol style="list-style-type: none"> 1. D. Sheehan asked when should the geo-thermal test well be performed?

Item #	Action	Discussion
		<p><i>K. Caddle indicated the test well should be performed in the Schematic Design phase.</i></p> <p>2. E. Wortman asked if the proximity of the wetlands will impact the decision to use geo-thermal wells? <i>P. Cunningham indicated no.</i></p> <p>3. V. Gooje indicated with an EUI target of 25, geo-thermal wells are likely to be required.</p> <p>4. S. McPhee indicated an elementary school in Long Island recently used a domestic water main heat exchange loop in lieu of geo-thermal wells, which saved significant costs. S. McPhee will forward the report on the school. <i>V. Gooje will perform a quick calculation on the viability of this option.</i></p>
4.5	P. Cunningham V. Gooje	<p>PSR Phase Deliverables</p> <p>1. P. Cunningham will forward the design options, including rhino model, to V. Gooje as they are developed to allow V. Gooje to commence working on the preliminary energy models, operational cost models and LCCA.</p> <p>2. P. Cunningham to provide V. Gooje the construction cost information for each design option.</p>
4.6	P. Cunningham	P. Cunningham indicated there will potentially be gas use in the kitchen and science rooms and he will provide direction as the project design progresses.
4.7	J. Seeley	J. Seeley to develop a ZNE decision timeline for the SSBC to use in deciding the final extent of ZNE in the Schematic Design Phase.
4.8	D. Sheehan	D. Sheehan to schedule a follow-up meeting in two weeks.

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