

Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

January 19, 2021

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

Re: Town of Stoneham, Stoneham High School

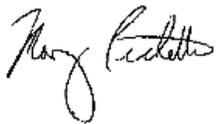
Dear Mr. Sheehan:

The Massachusetts School Building Authority (the “MSBA”) is forwarding review comments for the Module 3 Feasibility Study Preferred Schematic Report submission for the Stoneham High School project in the Town of Stoneham, received by the MSBA on December 23, 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; Preferred Schematic Report Review Comments
Attachment ‘B’ Preferred Schematic Report Space Summary 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 – PREFERRED SCHEMATIC REPORT REVIEW COMMENTS

District: Town of Stoneham
School: Stoneham High School
Owner’s Project Manager: SMMA
Designer Firm: Perkins + Will Architects
Submittal Due Date: December 29, 2020
Submittal Received Date: December 23, 2020
Review Date: December 23, 2020 – January 17, 2021
Reviewed by: Gienapp Architects, C. Forde, C. Alles, J. Jumpe

MSBA REVIEW COMMENTS

The following comments¹ on the Preferred Schematic Report (“PSR”) 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.

3.3 PREFERRED SCHEMATIC REPORT

Overview of Preferred Schematic 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"/>
3.3.1 Introduction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.2 Evaluation of Existing Conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.3 Final Evaluation of Alternatives	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.4 Preferred Solution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3.5 Local Actions and Approval Certification	<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.

3.3.1 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	Overview of the process undertaken since submittal of the Preliminary Design Program that concludes with submittal of the Preferred Schematic Report, including any new information and changes to previously submitted information	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Summary of updated project schedule, including				
	a) Projected MSBA Board of Directors Meeting for approval of Project Scope and Budget Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Projected Town/City vote for Project Scope and Budget Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) Anticipated start of construction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d) Target move in date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Summary of the final evaluation of existing conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Summary of final evaluation of alternatives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Summary of District's preferred solution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	A copy of the MSBA Preliminary Design Program project review and corresponding District response	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

No review comments for this section.

3.3.2 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	A narrative of any changes resulting from new information that informs the conclusions of the evaluation of the existing conditions and its impact on the final evaluation of alternatives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	If changes are substantive, provide an updated Evaluation of Existing Conditions and identify as final. Identify additional testing that is recommended during future phases of the proposed project and indicate when the investigations and analysis will be completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

No review comments for this section.

3.3.3 FINAL EVALUATION OF ALTERNATIVES

Include at least three potential alternatives, with at least one renovation and/or addition option. Include the following for each alternative where appropriate:

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	An analysis of each prospective site including:				
	a) Natural site limitations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Building footprint(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) Athletic fields	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d) Parking areas and drives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	e) Bus and parent drop-off areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	f) Site access and surrounding site features.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Evaluation of the potential impact that construction of each option will have on students and measures recommended to mitigate impact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Conceptual architectural and site drawings that satisfy the requirements of the education program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	An outline of the major building structural systems	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	The source, capacities, and method of obtaining all utilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	A narrative of the major building systems	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	A proposed total project budget and a construction cost estimate using the Uniformat II Elemental Classification format (to as much detail as the drawings and descriptions permit, but no less than Level 2)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Permitting requirements and associated approval schedule	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Proposed project design and construction schedule including consideration of phasing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Completed Table 1 – MSBA Summary of Preliminary Design Pricing spreadsheet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

6) The information provided references a Building Management System (“BMS”). In response to these review comments, confirm that building and District maintenance personnel have been included in discussions regarding the selection and long-term operational and maintenance costs of the BMS and mechanical systems and that the training program will be coordinated with the District’s facility staff

and will include sufficient training hours to learn how to operate the building before the opening of the proposed project as well as hours post turnover.

8) As part of the District’s schematic design submittal, provide the estimated time to acquire each of the required permits.

10) The information provided indicates the District’s preferred schematic has an estimated total construction cost of \$677/sf and an estimated total project cost of \$176.2 million. Please provide information that clearly describes the cost drivers that contribute to an estimated square foot cost of \$677 and describe opportunities that could adjust the proposed design to reduce the cost per square foot heading into schematic design. The MSBA encourages the District and its consultants to further evaluate the proposed design and describe the underlying factors leading to the estimated costs.

No further review comments for this section.

3.3.4 PREFERRED SOLUTION

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	Educational Program				
	a) Summary of key components and how the preferred solution fulfills the educational program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Design responses including desired features and/or layout considerations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) Proposed variances to, and benefits of, any changes to the current grade configuration (if any) and a related transition plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Preferred Solution Space Summary				
	a) Updated MSBA Space Summary spreadsheet	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Itemization and explanation of variations from the initial space summary (and MSBA review) included in the Preliminary Design Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Preliminary NE-CHPS or LEED-S scorecard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Conceptual floor plans of the preferred solution, in color that are clearly labeled to identify educational spaces	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Clearly labeled site plans of the preferred solution including, but not limited to:				
	a) Structures and boundaries	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Site access and circulation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) Parking and paving	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d) Zoning setbacks and limitations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	e) Easements and environmental buffers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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>
	f) Emergency vehicle access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	g) Safety and security features	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	h) Utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	i) Athletic fields and outdoor educational spaces (existing and proposed)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	j) Site orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	An overview of the Total Project Budget and local funding including the following:				
	a) Estimated total construction cost	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Estimated total project cost	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) Estimated funding capacity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d) List of other municipal projects currently planned or in progress	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	e) District's not-to-exceed Total Project Budget	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	f) Brief description of the local process for authorization and funding of the proposed project	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	g) Estimated impact to local property tax, if applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	h) Completed MSBA Budget Statement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Updated Project Schedule including the following projected dates:				
	a) Massachusetts Historical Commission Project Notification Form	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	b) MSBA Board of Directors meeting for approval to proceed into Schematic Design	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) MSBA Board of Directors meeting for approval of project scope and budget agreement and project funding agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d) Town/City vote for project scope and budget agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	e) Design Development submittal date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	f) MSBA Design Development Submittal Review (include required 21-day duration)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	g) 60% Construction Documents submittal date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	h) MSBA 60% Construction Documents Submittal Review (include required 21-day duration)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	i) 90% Construction Documents submittal date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	j) MSBA 90% Construction Documents Submittal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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
	Review (include required 21-day duration)				
k)	Anticipated bid date/GMP execution date	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l)	Construction start	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m)	Move-in date	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
n)	Substantial completion	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

2a) *The space summary provided was not signed by the Designer. Please submit a signed version of the space summary.*

2b) *Please refer to “Attachment B” for detailed review comments.*

3) *The information provided on page 370 indicates “The Belmont School Building Committee has chosen to move forward with LEED-S Version 4.1 and intends to achieve 2% additional reimbursement by achieving a min. of ‘certified’ within that rating system and by exceeding the level of energy efficiency required in the current Massachusetts (base) energy code by 20%.” This appears to be a typographical error, however, in response to these review comments, confirm that the Stoneham School Building Committee has chosen to move forward with LEED-S Version 4.1. Provide a corrected page for record.*

Additionally, it is stated in the Sustainability Narrative provided by the Designer that the Stoneham High School is pursuing certification under LEED V4.1, and that the District intends to achieve the 2% additional reimbursement with the MSBA Green Schools Program. The MSBA notes that designers can “mix and match” points between LEED V4 and V4.1. Please clarify in the District’s response which version is being used for the LEED-S EA Credit “Optimize Energy Performance”.

If LEED V4 is being used for the LEED V4 EA Credit “Optimize Energy Performance”, to be in compliance with the MSBA Green School Program, the project must achieve a minimum of 10% above the 2018 IECC for no additional reimbursement (i.e., 12 points in the LEED V4 EA Credit “Optimize Energy Performance”) or exceed the energy code by 20% with at least 14 points in the LEED V4 EA Credit “Optimize Energy Performance” to achieve the 2% additional reimbursement. If the submittal is using LEED V4 in that category, the scorecard does not meet the minimum 20% above energy code and would not provide the District with 2% additional reimbursement. In response to this review describe the District's intent and provide a revised LEED scorecard.

The information provided in the letter provided by the Designer indicates that the scorecard shows a minimum of 40 points; however, the score card indicates the project will attempt to achieve 44 points with an additional 30 points. Please clarify in response to these review comments.

4) *As part of the schematic design documents, provide the following information:*

- *Provide location of doors on the floor plans in order to further understand the connections and access of the proposed space;*

- Illustrate 'Special Education' spaces with different color-shading in order to distinguish these spaces from proposed 'Core Academic' spaces; and
- Identify and clearly label spaces specifically associated with in Pre-School program, District Offices, etc.

5d) In response to these review comments, provide site plan diagrams that clearly identify zoning setbacks and limitations.

5e) The information provided discusses environmental concerns within the narratives. In response to these review comments, provide site plan diagrams that identify any easements and/or environmental buffers.

5g, h) In response to these review comments, provide site plan diagrams that identify safety and security features and utilities.

6a, b) The information provided in this submittal indicates that the estimated total project cost for the District's Preferred Schematic is \$176.2 million. However, the information provided in the previous PDP submittal indicated that the estimated total project cost for Option 4B was \$172.9 million. Additionally, for reference the OPM Request for Services indicated an estimated total project cost range of \$120-\$160 million, and the Designer Request for Services indicated an estimated construction cost range of \$95-\$125 million. In response to these review comments, describe this variation and provide information that indicates that the District has discussed and acknowledged the increase in estimated costs. Also, please indicate how the District and design team intend to maintain the District's project budget through schematic design.

6d) The information provided indicates municipal projects previously completed or currently in progress. In response to these review comments, provide a description of any future municipal projects planned for the District, if any.

6e) The information provided on page 497 indicates the District's not to exceed budget is \$125,289,311; however, the District's preferred schematic has an estimated total project cost of \$176,208,977. In response to these review comments, please clarify the discrepancy between these figures. Please note that the MSBA has not performed a detailed review of the total project budget spreadsheet provided in this submittal. This spreadsheet will be reviewed during the schematic design phase to assist the MSBA in calculating a potential grant.

Additionally, the District's reimbursement rate for calendar year 2021 is unknown at this time. The MSBA will forward the reimbursement rate to the District when this information is available. Please note that the MSBA updates district reimbursement rates annually and applies the reimbursement in effect at the time the MSBA Board of Directors approves a district's proposed project scope and budget. Please acknowledge.

7a,m,n) In response to these review comments, provide an updated project schedule that includes the following information:

- The information provided in the PDP submittal indicated Massachusetts Historical Commission ("MHC") approval was obtained on September 15, 2020. However, this date has not been included in the project schedule. Please incorporate the dates associated with submitting a Project Notification Form to MHC and obtaining MHC approval into the updated project schedule;

- *The targeted move-in date; and*
- *The targeted substantial completion date. The information provided on page 10 indicates a substantial completion date in April 2025.*

No further review comments for this section.

3.3.5 LOCAL ACTIONS AND APPROVALS

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	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"/>
2	Signed Local Actions and Approvals Certification(s):				
	a) Submittal approval certificate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) Grade reconfiguration and/or redistricting approval certificate (if applicable)	<input 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.*
- *The MSBA offers the following information to assist the District and its Owner's Project Manager in completing the total project budget template that is required as part of its Schematic Design Submittal.*
 - *The District must include negotiated costs for OPM and Designer fees for the remainder of the project as part of their Total Project Budget. The fees must be listed separately by the applicable line items that are included in the MSBA's Total Project Budget Template. In response to these review comments, please confirm that the District and its consultants will negotiate fees for the remainder of the project that are to be included in the District's Schematic Design documents to the MSBA.*
 - *The PSR indicates District is targeting MSBA approval of its proposed project scope and budget at the August 25, 2021 board meeting. The District's reimbursement rate*

for calendar year 2021 is unknown at this time. The MSBA will forward the reimbursement rate to the District when this information is available. Please note that the MSBA updates district reimbursement rates annually and applies the reimbursement in effect at the time the MSBA Board of Directors approves a district's proposed project scope and budget. The reimbursement rate is established based on statutory requirements and information provided by the Departments of Revenue and Elementary and Secondary Education.

- **Maintenance (0-2) – 1.04%.** *This value is based on MSBA review of district provided materials regarding routine and capital maintenance programs during Eligibility Period at which time the value is finalized.*
- **Overlay Zoning 40R & 40S (0 or 1) –** *Refer to Module 4, appendix 4E to review documentation requirements and to determine if this incentive point may be applicable. Please note that the proposed project must be located within the smart growth zoning district to comply with this additional incentive and required authorizations must be documented prior to MSBA approval of the District's proposed project scope and budget to be eligible to receive this incentive point.*
- **Overlay Zoning 100 units or 50% of units for 1, 2 or 3 family structures (0 or 0.5) –** *Refer to Module 4, appendix 4E to review documentation requirements and to determine if this incentive point may be applicable. Please note that required authorizations must be documented prior to MSBA approval of the District's proposed project scope and budget to be eligible to receive this incentive point.*
- **Energy Efficiency – “Green Schools” (0 or 2) –** *The PSR indicates the District's intent to achieve the 2% additional reimbursement through the MSBA Green School Program. Please note, subject to the District's intention to meet certain energy efficiency sustainability requirements for the Proposed Project, the MSBA will provisionally include two (2) incentive points, however if the District does not ultimately qualify for some or all of these incentive points the MSBA will adjust the District's reimbursement rate, accordingly.*

End

ATTACHMENT B
MODULE 3 – PREFERRED SCHEMATIC SPACE SUMMARY REVIEW

District: Town of Stoneham
School: Stoneham High School
Owner’s Project Manager: SMMA
Designer Firm: Perkins + Will Architects
Submittal Due Date: December 29, 2020
Submittal Received Date: December 23, 2020
Review Date: December 23, 2020 – January 17, 2021
Reviewed by: M. Esdale, C. Forde, C. Alles, J. Jumpe

The Massachusetts School Building Authority (the “MSBA”) has completed its review of the proposed space summary of the preferred alternative as produced by Perkins + Will Architects and its consultants. This review involved evaluating the extent to which the Stoneham High School’s proposed space summary conforms to the MSBA guidelines and regulations.

The MSBA considers it critical that the Districts and their Designers aggressively pursue design strategies to achieve compliance with the MSBA guidelines for all proposed projects in the new program and strive to meet the gross square footage allowed per student and the core classroom space standards, as outlined in the guidelines. The MSBA also considers its stance on core classroom space critical to its mission of supporting the construction of successful school projects throughout the Commonwealth that meet current and future educational demands. The MSBA does not want to see this critical component of education suffer at the expense of larger or grander spaces that are not directly involved in the education of students.

The following review is based on the submitted new construction project option with an agreed upon design enrollment of 695 students in grades 9-12.

The MSBA review comments are as follows:

- **Core Academic** – The District is proposing a total of 38,790 net square feet (“nsf”) which exceeds the MSBA guidelines by 5,900 nsf. The proposed area in this category has decreased by 2,600 nsf since the Preliminary Design Program (“PDP”) submittal as a result of certain relocation of spaces per MSBA’s PDP Review Comments. The MSBA notes the following spaces are proposed:
 - **General Classrooms** – The District is proposing (23) 900 nsf General Classrooms totaling 20,700 nsf, which exceeds the MSBA guidelines by 1,150 nsf. As noted in MSBA’s PDP Review Comments, the MSBA accepts this variation to the guidelines. No further action required.
 - **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 provided in response to MSBA’s PDP Review Comments and the proposed size of the

General Classrooms compared to the square foot range allowed in the MSBA guidelines, the MSBA will participate in up to 1,150 nsf of the overall proposed square footage associated with the Collaboration Space per Neighborhood, and 1,850 nsf will be considered ineligible for reimbursement.

- **Teacher Planning** – The District is proposing (23) 100 nsf spaces, totaling 2,300 nsf, which meets the MSBA guidelines. No further action required.
- **Small Group Seminar (20-30 seats)** – The District is proposing (2) 500 nsf spaces, totaling 1,000 nsf, which meets the MSBA guidelines. No further action required.
- **Science Classroom/Lab** – The District is proposing (6) 1,440 nsf spaces, totaling 8,640 nsf, which meets the MSBA guidelines. No further action required.
- **Prep Room** – The District is proposing (6) 200 nsf spaces, totaling 1,200 nsf, which meets the MSBA guidelines. No further action required.
- **Central Chemical Storage Room** – The District is proposing (1) 200 nsf space which meets the MSBA guidelines. No further action required.
- **Health Classroom** – The District is proposing (1) 850 nsf space which is in excess of the MSBA guidelines. As noted in MSBA’s PDP Review Comments, the MSBA accepts this variation to the guidelines. No further action required.
- **English as a Second Language (“ESL”) Services** – The District is proposing (1) 900 nsf space which is in excess of the MSBA guidelines. As noted in MSBA’s PDP Review Comments, the MSBA accepts this variation to the guidelines. No further action required.
- **Special Education** – The District is proposing a total of 7,250 nsf which is 800 nsf below the MSBA guidelines. The proposed area in this category has decreased by 1,500 nsf since the PDP submittal as a result of certain relocation of spaces per MSBA’s PDP Review 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 for this submittal 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 and Music / Vocations and Technology** – The District is proposing a combined total of 16,479 nsf, which exceeds the MSBA guidelines by 2,645 nsf. The proposed area has increased by 2,000 nsf since the PDP submittal. Note square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.

- **Health and Physical Education** – The District is proposing a total of 28,100 nsf which exceeds the MSBA guidelines by 8,008 nsf. The proposed area in this category has not changed since the PDP submittal. As noted in MSBA’s PDP Review Comments, the MSBA encourages the District and its consultants to continue to seek opportunities to increase efficiencies and align with MSBA guidelines. Note square footage exceeding MSBA guidelines will be considered ineligible for reimbursement. Please acknowledge.

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 District is proposing a total of 4,644 nsf which exceeds the MSBA guidelines by 400 nsf. The proposed area in this category has not changed since the PDP submittal. As noted in MSBA’s PDP Review Comments, 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 District is proposing a total of 9,850 nsf which exceeds the MSBA guidelines by 2,393 nsf. The proposed area in this category has not changed since the PDP submittal. As noted in MSBA’s PDP Review Comments, 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 and Food Service** – The District is proposing a total of 7,103 nsf which exceeds the MSBA guidelines by 285 nsf. The proposed area in this category has not changed since the PDP submittal. As noted in MSBA’s PDP Review Comments, 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 District is proposing a total of 770 nsf which exceeds the MSBA guidelines by 60 nsf. The proposed area in this category has decreased by 60 nsf since the PDP submittal. As noted in MSBA’s PDP Review Comments, 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 and Guidance** – The District is proposing a total of 5,757 nsf which exceeds the MSBA guidelines by 2,100 nsf. The proposed area in this category has increased by 2,100 nsf since the PDP submittal as a result of certain relocation of spaces per MSBA’s PDP Review Comments. 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.
- **Custodial and Maintenance** – The District is proposing a total of 2,647 nsf which exceeds the MSBA guidelines by 500 nsf. The proposed area in this category has not changed since the PDP submittal. As noted in MSBA’s PDP Review Comments, 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 a total of 17,175 nsf which is in excess of the MSBA guidelines. The proposed area in this category has increased by 2,600 nsf since the PDP submittal. The MSBA notes the following spaces are proposed:
 - **District Offices** – A total of 2,600 nsf is proposed. Please note that this square footage will be considered ineligible for reimbursement. Please acknowledge.
 - **School Store** – (1) 600 nsf School Store is proposed. As noted in MSBA’s PDP Review Comments, this square footage will be considered ineligible for reimbursement. Please acknowledge.
 - **Pre-School Program** – A total of 13,975 nsf is proposed. As noted in MSBA’s PDP Review Comments, the MSBA’s participation will be limited to Pre-School classrooms only, and potentially Pre-School spaces dedicated for special education.
 - The following spaces totaling 11,300 nsf will be considered eligible for reimbursement:
 - (8) 1,200 nsf (totaling 9,600 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
- (2) 250 nsf (totaling 500 nsf) Pre-School Speech/Language
- (1) 450 nsf Sensory Room
- The following spaces totaling 2,675 nsf will be considered ineligible for reimbursement:
 - (1) 150 nsf Pre-School Director Office
 - (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 Board Certified Behavior Analyst (“BCBA”) Office
 - (1) 350 nsf Nurse
 - (1) 350 nsf Conference Room
- **Total Building Net Floor Area** – The District is proposing a total of 138,551 nsf which exceeds the MSBA guidelines by 38,669 nsf. The proposed area has increased by 2,480 nsf since the PDP submittal. Please address the comments provided in the categories above as part of the District’s response to these comments in order for the MSBA to establish an allowable net square footage.
- **Total Building Gross Floor Area** – The District is proposing a total of 207,827 gsf which exceeds the MSBA guidelines by 57,707 gsf. The proposed area has increased by 3,720 gsf since the PDP submittal. Please address the comments provided in the categories above as part of the District’s response to these comments in order for the MSBA to establish an allowable gross square footage.

Please note that upon moving forward into subsequent phases of the proposed project, the Designer will be required to provide, with each submission, a signed, updated space summary that reflects the design and demonstrates that the design remains, except as agreed to in writing by the MSBA, in accordance with the guidelines, rules, regulations and policies of the MSBA. Should the updated space summary demonstrate changes to the previous space summary include a narrative description of the change(s) and the reason for the proposed changes to the project.