

## 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: 1/25/2021  
 Time: 7:00pm  
 Meeting No: 18

### 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
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	
Attended Remote	Leo Liu	Perkins and Will	
Attended Remote	Joel Seeley	SMMA	

Item #	Action	Discussion
18.1	Record	Call to Order, 7:00 PM, meeting opened by roll call.
18.2	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.
18.3	Record	A motion was made by S. Iovanni and seconded by R. Parker to approve the 1/12/21 School Building Committee meeting minutes. No discussion, motion passed unanimous by roll call vote.
18.4	Record	J. Seeley reviewed the Schematic Design Project Schedule, attached.  Committee Discussion:  <ol style="list-style-type: none"> <li>1. D. Bois asked what are the benefits of retaining the Photovoltaic Vendor during the Schematic Design Phase? <i>J. Seeley indicated the Photovoltaic vendor will provide design guidance with respect to the extent of rooftop and car canopy arrays, battery sizing and location and a more refined economic model for the cost per KWH to operate the new school. Bringing the Photovoltaic vendor on during the Schematic Design phase follows the Acton-Boxborough process.</i></li> <li>2. D. Sheehan indicated the Town is retaining a third party to assist S. McPhee and E. Wortman in drafting the Photovoltaic Vendor RFP.</li> <li>3. D. Bois indicated if the proposals are not favorable to the Town, then retaining the vendor in the Schematic Design Phase will be re-evaluated at that time.</li> </ol>
18.5	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>
18.6	Record	J. Macero indicated the capacity of the middle school has been reviewed and it does not have the space to accommodate the District Offices.
18.7	J. Seeley	J. Seeley 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 in the SD Phase. <i>(from prior meeting)</i>
18.8	D. Warner	D. Warner to provide construction and maintenance costs comparing synthetic and natural turf fields. <i>(from prior meeting)</i>
18.9	PR Subcommittee	D. Sheehan indicated the Town will establish a SSBC Facebook page for posting project information. Comments will be disabled but residents can submit questions to the SSBC email address. D. Sheehan and J. Macero will oversee the content, SMMA will upload the postings.

Item #	Action	Discussion
18.10	Record	<p>J. Seeley provided an overview of the MSBA Facilities Assessment Subcommittee, (FAS) meeting and presentation held on 1/20/21.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> <li>1. J. Macero indicated the Subcommittee complimented the District on the completeness and clarity of the Educational Program, saying it was very well done.</li> </ol>
18.11	D. Sheehan J. Macero B. Trivas J. Seeley	<p>J. Seeley reviewed the MSBA PSR Submission Review Comments, dated 1/19/21, attached. D. Sheehan, J. Macero, B. Trivas and J. Seeley to develop the District's response, which is due 2/2/21.</p>
18.12	PR Subcommittee CM Selection Committee	<p><b>Subcommittee Updates</b></p> <p><b>Public Relations Subcommittee</b></p> <ol style="list-style-type: none"> <li>1. S. Iovanni reviewed the January 2021 Informational Flyer, attached, to be included in the February water bill mailing.</li> <li>2. S. Iovanni indicated the Flyer for the 2/24/21 Community Forum No. 5 is underway.</li> <li>3. R. Parker indicated the letter to Town Departments and Committees asking for input on the project and inviting them to the 2/24/21 Community Forum No. 5. has been issued.</li> <li>4. D. Sheehan indicated the meeting with the regulatory Town Departments and Committees is being scheduled.</li> <li>5. S. Iovanni indicated the PSA Informational Video will be taped within the next two weeks.</li> </ol> <p><b>CM at Risk Selection Committee</b></p> <ol style="list-style-type: none"> <li>1. J. Seeley indicated the CM Prequalification Committee received the proposals from the shortlisted CM firms and will be meeting on 2/1/21 to review.</li> </ol>
18.13	Record	<p><b>Committee Questions</b> - none</p>
18.14	J. Seeley	<p><b>Old or New Business</b></p> <ol style="list-style-type: none"> <li>1. J. Macero indicated the Financial Subcommittee should be established. D. Sheehan recommended A. Lanni join the Subcommittee, once she is appointed to the SSBC. J. Craigie indicated the middle school project retained a third party to provide a financial overview. J. Seeley to follow-up.</li> </ol>

Item #	Action	Discussion
		2. J. Craigie requested that a meeting be scheduled to review the Town Meeting Vote and Ballot Vote requirements and schedule and an update be included on the next SSBC Meeting Agenda. <i>J. Seeley will schedule the meeting and add to the next SSBC meeting agenda.</i>
18.15	Record	<b>Public Comment</b> – none
18.16	Record	Next <b>SSBC Meeting: February 8, 2021 at 7:00 pm.</b>
18.17	Record	A Motion was made by R. Parker and seconded by S. Iovanni to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, Schematic Design Project Schedule, MSBA FAS meeting presentation, MSBA PSR Submission Review Comments, January 2021 Informational Flyer

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: 1/25/2021  
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. MSBA FAS Meeting Review
6. MSBA PSR Comments
7. Site Plan and Floor Plans Review
8. Subcommittee Updates
  - SSBC Facebook Page
9. New or Old Business
10. Committee Questions
11. Public Comments
12. Next Meeting: February 8, 2021
13. Adjourn

**Join GoToMeeting:**

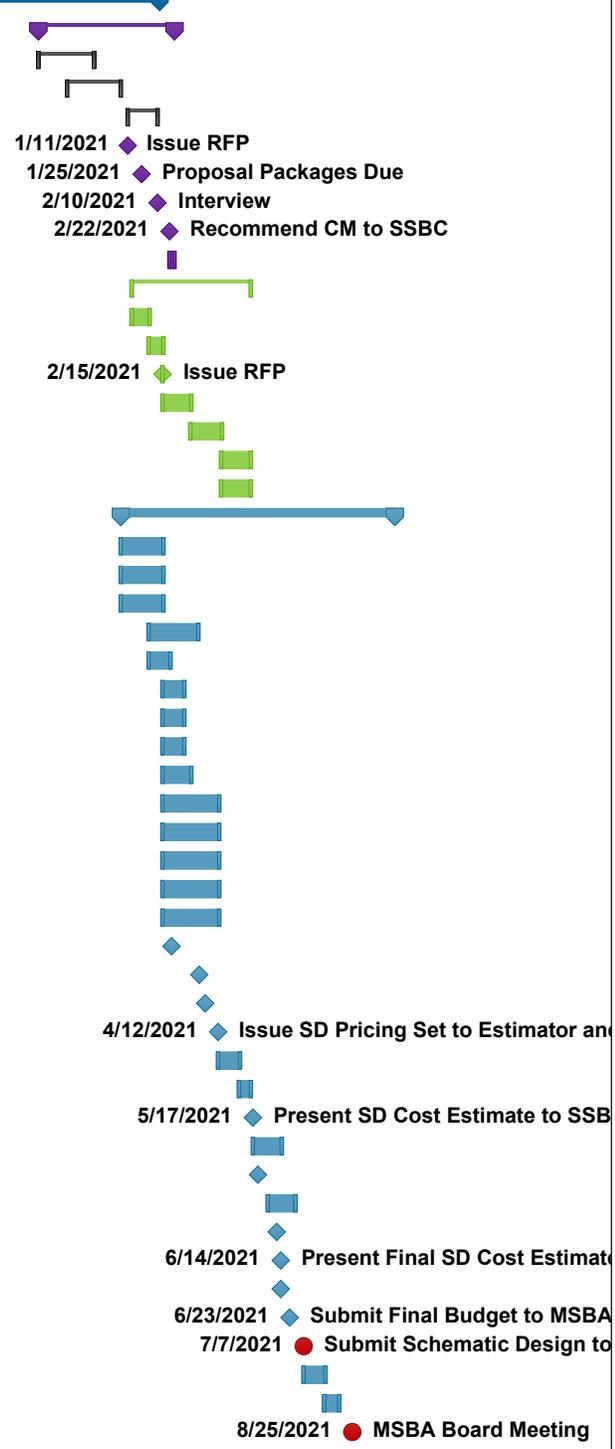
<https://global.gotomeeting.com/join/178089893>

**Dial-In:** [+1 \(872\) 240-3412](tel:+18722403412)

**Access Code:** 178-089-893

**Stoneham High School  
Feasibility Study  
Preliminary Project Schedule - SD Submission**

ID	Task Name	Duration	Start	Finish	2021				2022					
					Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2		
1	<b>MSBA PREREQUISITES</b>	158 days	3/22/2019	10/30/2019										
4	<b>RETAIN OPM</b>	33 days	1/22/2020	3/9/2020										
10	<b>RETAIN DESIGNER</b>	95 days	2/12/2020	6/23/2020										
20	<b>FEASIBILITY STUDY (FS)</b>	157 days	7/8/2020	2/11/2021										
61	<b>CONSTRUCTION MANAGER (CM)</b>	99 days	10/13/2020	2/26/2021										
62	<b>IG Application</b>	40 days	10/13/2020	12/7/2020										
65	<b>RFQ Process</b>	38 days	11/11/2020	1/4/2021										
69	<b>RFP Process</b>	22 days	1/11/2021	2/10/2021										
70	Issue RFP	0 days	1/11/2021	1/11/2021										
71	Proposal Packages Due	0 days	1/25/2021	1/25/2021										
72	Interview	0 days	2/10/2021	2/10/2021										
73	Recommend CM to SSBC	0 days	2/22/2021	2/22/2021										
74	Negotiate CM Contract	5 days	2/22/2021	2/26/2021										
75	<b>PHOTOVOLTAIC VENDOR</b>	86 days	1/15/2021	5/14/2021										
76	Retain PV RFP Consultant	12 days	1/15/2021	2/1/2021										
77	Draft RFP	11 days	2/1/2021	2/15/2021										
78	Issue RFP	0 days	2/15/2021	2/15/2021										
79	PV Vendor Develop Proposal	21 days	2/15/2021	3/15/2021										
80	Retain Photovoltaic Vendor	24 days	3/15/2021	4/15/2021										
81	Capacity Study	22 days	4/15/2021	5/14/2021										
82	Economic Model	22 days	4/15/2021	5/14/2021										
83	<b>SCHEMATIC DESIGN (SD)</b>	198 days	1/4/2021	10/6/2021										
84	Develop Site Plans	31 days	1/4/2021	2/15/2021										
85	Develop Floor Plans	31 days	1/4/2021	2/15/2021										
86	Develop Construction Phasing Plans	31 days	1/4/2021	2/15/2021										
87	Develop Building Exterior Design	36 days	2/1/2021	3/22/2021										
88	Geotechnical Exploration and Findings	16 days	2/1/2021	2/22/2021										
89	Develop MEP Systems Narrative	16 days	2/15/2021	3/8/2021										
90	Develop Sustainable Design Features	16 days	2/15/2021	3/8/2021										
91	Develop Security and Access Control	16 days	2/15/2021	3/8/2021										
92	Develop Structural Systems Narrative	21 days	2/15/2021	3/15/2021										
93	Refine Site Plans and Floor Plans	41 days	2/15/2021	4/12/2021										
94	Refine Exterior Elevations	41 days	2/15/2021	4/12/2021										
95	Refine Structural Systems	41 days	2/15/2021	4/12/2021										
96	Refine MEP Systems	41 days	2/15/2021	4/12/2021										
97	Refine Sustainable Design Features	41 days	2/15/2021	4/12/2021										
98	Community Forum No. 5	0 days	2/24/2021	2/24/2021										
99	Community Forum No. 6 - TBD	0 days	3/24/2021	3/24/2021										
100	Tri-Board Meeting - TBD	0 days	3/30/2021	3/30/2021										
101	Issue SD Pricing Set to Estimator and CM	0 days	4/12/2021	4/12/2021										
102	Develop Schematic Design Estimate	16 days	4/12/2021	5/3/2021										
103	Reconcile with Designer Estimate	10 days	5/3/2021	5/14/2021										
104	Present SD Cost Estimate to SSBC	0 days	5/17/2021	5/17/2021										
105	Value Engineering	21 days	5/17/2021	6/14/2021										
106	Community Forum No. 7 - TBD	0 days	5/22/2021	5/22/2021										
107	Develop Room Data Sheets	20 days	6/1/2021	6/28/2021										
108	Tri-Board Meeting - TBD	0 days	6/10/2021	6/10/2021										
109	Present Final SD Cost Estimate to SSBC	0 days	6/14/2021	6/14/2021										
110	SSBC Vote to Approve Final Budget	0 days	6/14/2021	6/14/2021										
111	<b>Submit Final Budget to MSBA</b>	0 days	6/23/2021	6/23/2021										
112	<b>Submit Schematic Design to MSBA</b>	0 days	7/7/2021	7/7/2021										
113	MSBA Review SD Comments	16 days	7/7/2021	7/28/2021										
114	Respond to MSBA SD Comments	11 days	7/28/2021	8/11/2021										
115	<b>MSBA Board Meeting</b>	0 days	8/25/2021	8/25/2021										
116	PS&B Agreement Execution	21 days	8/25/2021	9/22/2021										
117	DESE Review	21 days	8/25/2021	9/22/2021										
118	MSBA Review of DESE Submittal	11 days	9/22/2021	10/6/2021										
119	<b>LOCAL APPROPRIATION</b>	53 days	10/1/2021	12/14/2021										
123	<b>DESIGN AND CONSTRUCTION</b>	891 days	11/16/2021	4/15/2025										



Perkins&Will

**STONEHAM HIGH SCHOOL**  
**Facilities Assessment**  
**Subcommittee Meeting**

1.20.2021

# AGENDA – FAS Meeting

School District Context

Project Goals

Educational Program

Community Outreach & Feedback

Preferred Solution

Preliminary Costs

Discussion



Aerial View of  
Stoneham High School

# Stoneham School District Context

ROBIN HOOD ELEMENTARY SCHOOL

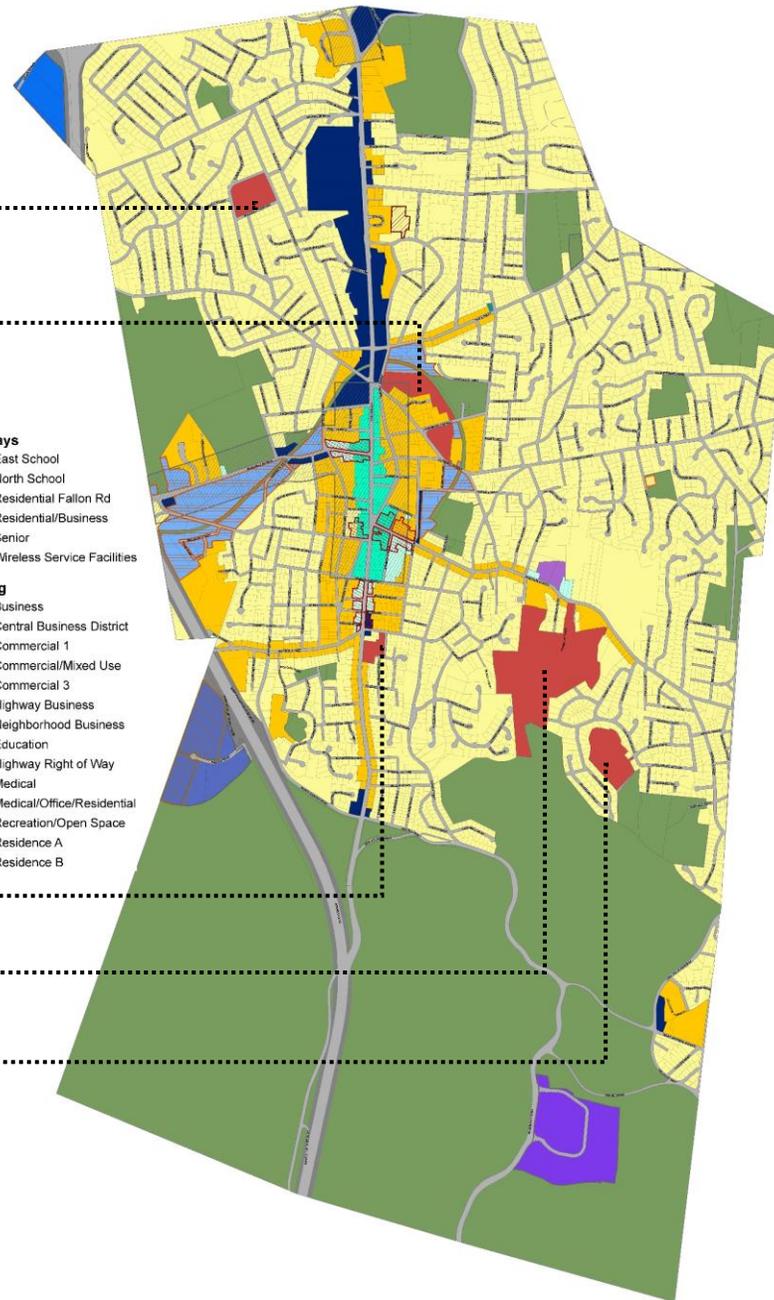
STONEHAM CENTRAL MIDDLE SCHOOL

SOUTH ELEMENTARY SCHOOL

**STONEHAM HIGH SCHOOL**

COLONIAL PARK SCHOOL

- Overlays**
- East School
  - North School
  - Residential Fallon Rd
  - Residential/Business
  - Senior
  - Wireless Service Facilities
- Zoning**
- Business
  - Central Business District
  - Commercial 1
  - Commercial/Mixed Use
  - Commercial 3
  - Highway Business
  - Neighborhood Business
  - Education
  - Highway Right of Way
  - Medical
  - Medical/Office/Residential
  - Recreation/Open Space
  - Residence A
  - Residence B



## Stoneham High School Project Goals

- **Provide flexible, 21<sup>st</sup> Century educational spaces with learning communities that promote interdisciplinary, project-based learning**
- **Provide a school that is healthy, safe, code-compliant and a place Stoneham residents can be proud of**
- **Develop a long-term solution to our aging High School**
- **Engineer a school that is energy efficient and capable of operating at Zero Net Energy**
- **Develop outdoor classrooms, gathering spaces, healthy connections to nature, and athletic facilities**
- **Include a safe Pre-K Program environment for our growing Elementary School population**
- **Mitigate the effects the High School has on surrounding traffic challenges**

## Stoneham High School Educational Program – Interior & Exterior

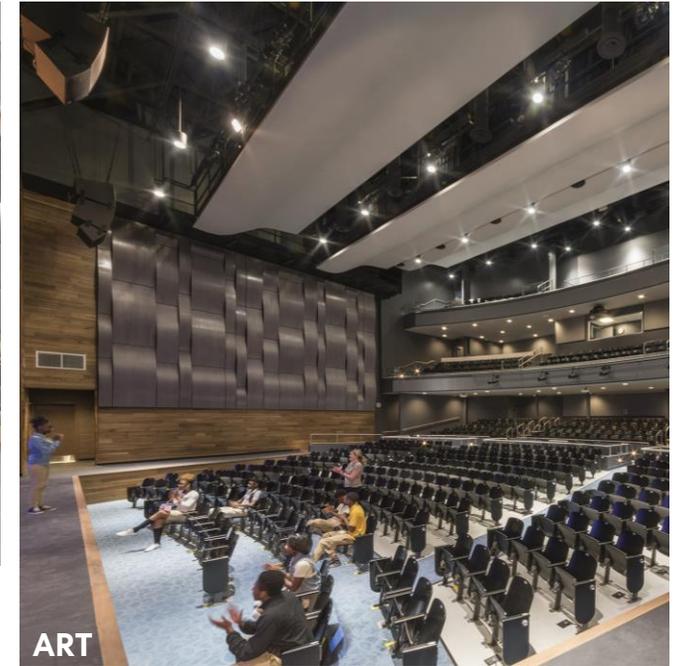
- **Appropriately Sized Educational Spaces**
- **SPED, RISE and STRIDE Spaces**
- **STEAM Innovation Hubs**
- **Engineering and Technology Labs**
- **Maker Space and Fabrication Labs**
- **Music and Art Spaces**
- **Collaboration Spaces**
- **Interdisciplinary Project and Performance Room**
- **Library / Media Center**
- **Auditorium**
- **Gymnasium**
- **Town-Wide Pre-K Program**
- **District Offices**
- **Outdoor Learning Classrooms**
- **Three Synthetic Turf Fields with Lighting, One of which a New Stadium with Track and Bleachers**
- **Reconstructed Natural Turf Baseball and Softball Fields**
- **Reconstructed Tennis Courts**
- **Outdoor Locker Room, Toilet and Concession Building**
- **Access to Nature Trails**
- **Synchronized traffic signalization at Entry Drive and at Stevens Street**

# Stoneham High School Educational Program – Variations to Guidelines

	NSF Over/Under
<b>CORE ACADEMIC SPACES</b>	<b>5,900</b>
Classroom - General	1,150
Collaboration Space per neighborhood	3,000
Health Classroom	850
ESL Services: 1 CR (full size) @ 900 sf	900
<b>SPECIAL EDUCATION</b>	<b>-800</b>
<b>ART &amp; MUSIC</b>	<b>-1,275</b>
Art Classroom - 25 seats with Ceramics	300
Chorus - 50 - 100 seats	-1,500
Music Practice	-75
<b>VOCATIONS &amp; TECHNOLOGY</b>	<b>3,920</b>
<b>HEALTH &amp; PHYSICAL EDUCATION</b>	<b>8,008</b>
Gymnasium with Gymnastics	4,000
Other (Teams, AD/Health/PE/Coach Offices, Training, Equipment)	4,008
<b>MEDIA CENTER</b>	<b>400</b>
History Lab in Media Area (in media center)	400

	NSF Over/Under
<b>AUDITORIUM / DRAMA</b>	<b>2,393</b>
Auditorium (600 seats)	1,367
Stage	700
Auditorium Storage	176
Sound room	150
<b>DINING &amp; FOOD SERVICE</b>	<b>280</b>
District External Freezer (28Lx10Wx9H)	280
<b>MEDICAL</b>	<b>60</b>
<b>ADMINISTRATION &amp; GUIDANCE</b>	<b>2,101</b>
Department Head Planning Area (Max 8)	700
Book Storage (6,000 books) near Department Head Planning Area	500
Huddle Rooms for Quiet Space	300
Offices: School Adjustment Counselor, School Psych., SPED Transition	600
<b>CUSTODIAL &amp; MAINTENANCE</b>	<b>501</b>
Exterior general Storage	500
<b>OTHER</b>	<b>17,175</b>
District Offices - Superintendent	2,600
PRE- K	13,975
School Store	600

# Stoneham High School Aspirational Spaces



## Stoneham High School Community Outreach

### Four Community Forums:

8/11/20, 9/23/20, 11/7/20, 12/9/20

### Two Community Information Flyers

September 20, October 2020

### Two Tri-Board Meetings

10/15/20, 12/15/20

### Three PTO Meetings:

11/4/20, 11/10/20, 11/19/20

### Rotary Club of Stoneham Meeting

10/20/20

### Three Community Surveys

11/25/20, 12/2/20, 12/5/20

### Press Releases:

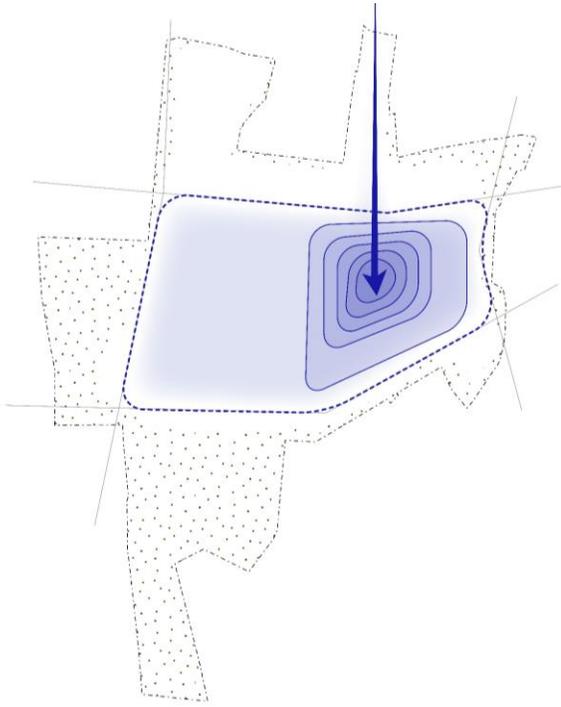
- OPM Selection
- Designer Selection
- 4 Community Forums
- 2 SSBC Design Option Reviews
- PDP Submission
- PSR Submission

### Social Media Posting

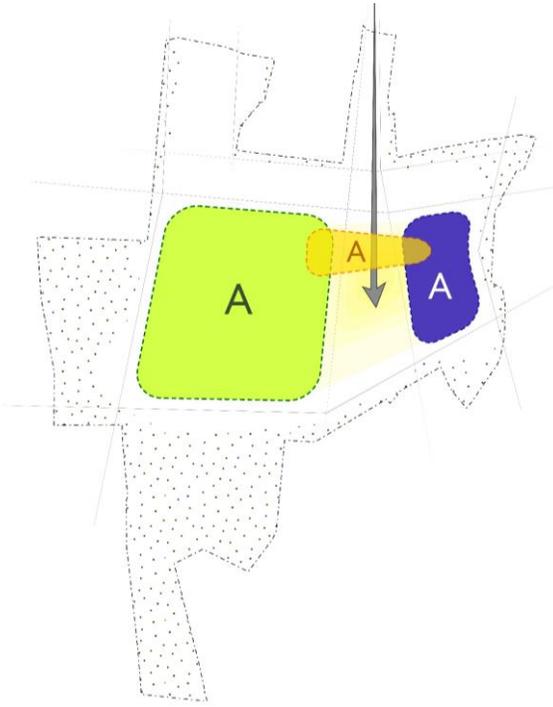
- Community Groups Facebook
- Stoneham Public Schools Facebook

**Sixteen School Building Committee Meetings  
all broadcast on Stoneham TV**

# Preferred Solution Option 4B – Site Concept



**FOCUS**



**ENRICH**



**ARRIVE / EXPLORE**



**SYSTHESIZE**

# Preferred Solution Option 4B – Site Plan

## PROGRAM

- |                       |                         |
|-----------------------|-------------------------|
| 1 - TENNIS (5 Courts) | 11 - PICKLEBALL         |
| 2 - SOFTBALL          | 13 - ATHLETIC BUILDING  |
| 3 - BASEBALL          | 14 - PREK PLAY          |
| 4 - SOCCER            | 15 - SPARTAN PLAZA      |
| 5 - TRACK             | 16 - HOME BLEACHERS     |
| 6 - WETLAND           | 17 - VISITOR BLEACHERS  |
| 7 - PARKING           | 18 - LANDSCAPE LOOP     |
| 8 - PRACTICE FIELD    | 19 - OUTDOOR CLASSROOMS |
| 9 - SPARTAN STADIUM   | 20 - COMMUNITY GARDEN   |
| 10 - FIELD HOCKEY     | 21 - AMPHITHEATER       |
|                       | 22 - CIVIC GREEN        |

## CIRCULATION

- VEHICULAR DRIVE
- LIMITED ACCESS: EMERGENCY, MAINTENANCE, BICYCLES
- SERVICE DRIVE
- BIKE LANE
- ACCESSIBLE PEDESTRIAN PATH
- HIKING TRAIL (NOT ADA ACCESSIBLE)
- NATURE WALK & HYDROLOGY LOOP

## KEY ENTRANCES

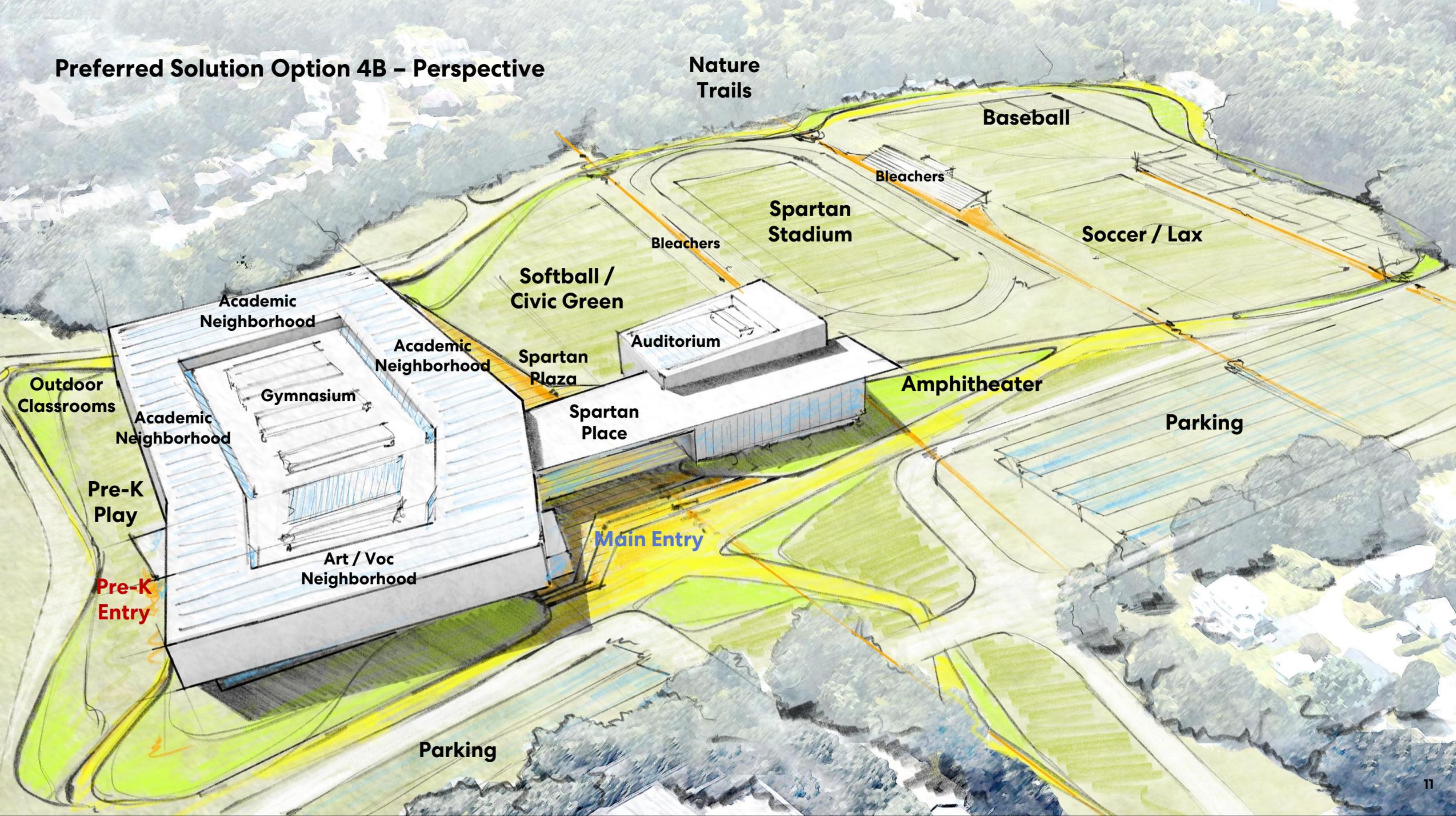
- > HS MAIN ENTRY
- > PRE-K/DISTRICT OFFICES
- > LOADING

## SITE PROGRAM

- EDUCATION/RECREATION
- GRASS FIELD
- SYNTHETIC TURF FIELD



# Preferred Solution Option 4B – Perspective



Nature Trails

Baseball

Bleachers

Spartan Stadium

Soccer / Lax

Bleachers

Softball / Civic Green

Academic Neighborhood

Academic Neighborhood

Auditorium

Spartan Plaza

Amphitheater

Outdoor Classrooms

Gymnasium

Parking

Academic Neighborhood

Spartan Place

Pre-K Play

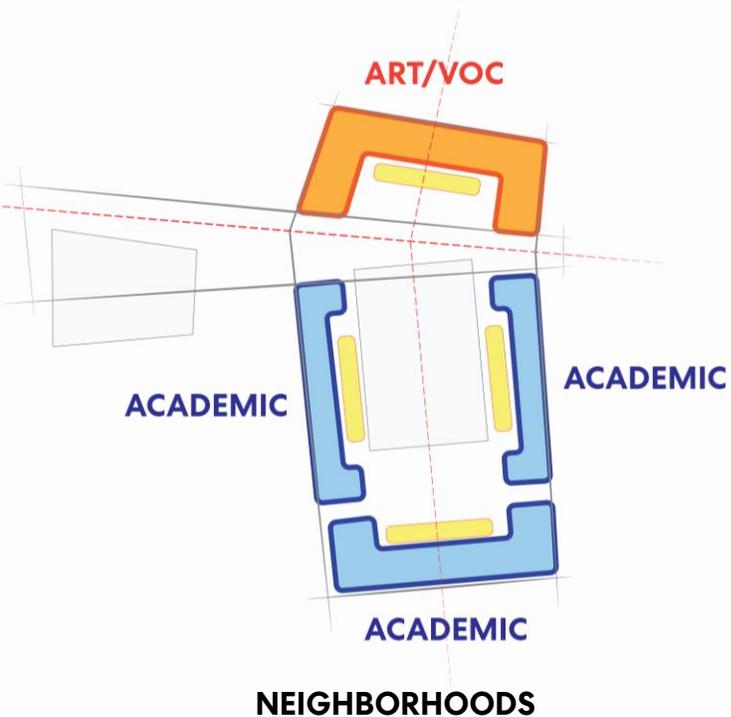
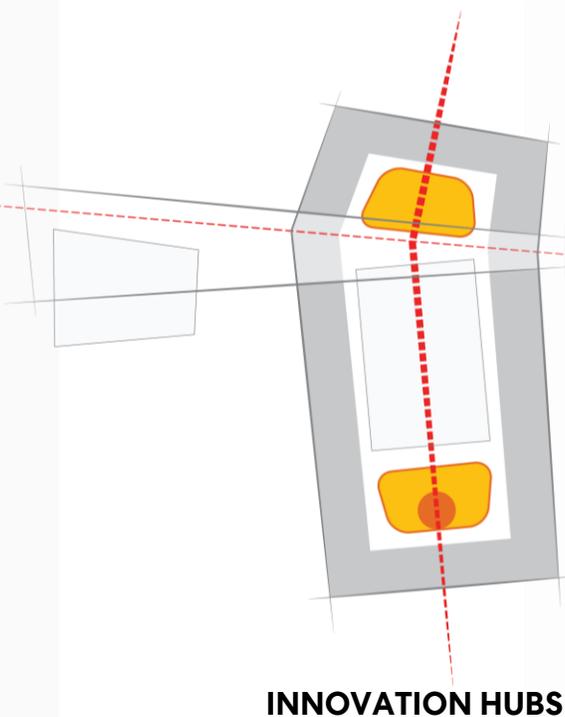
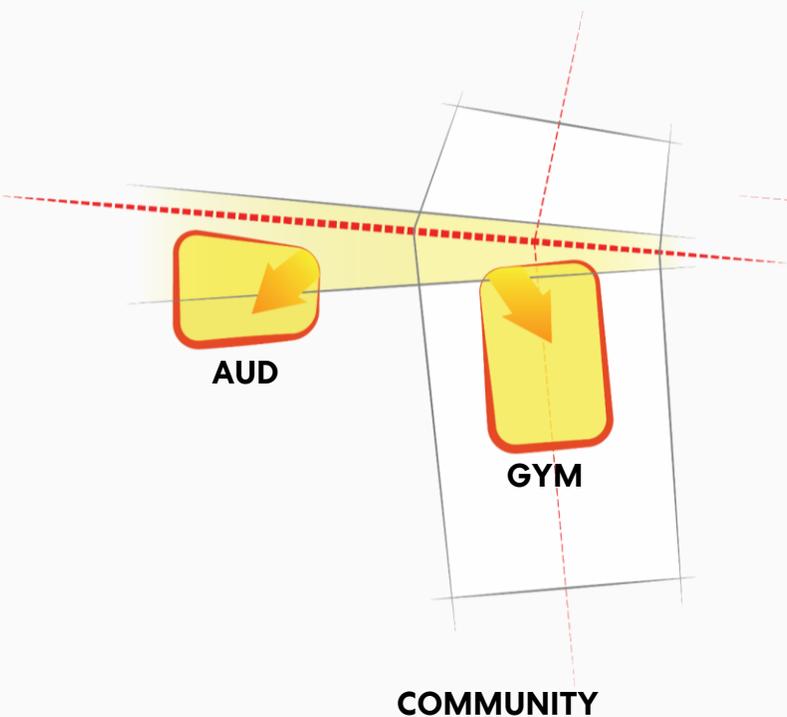
Main Entry

Pre-K Entry

Art / Voc Neighborhood

Parking

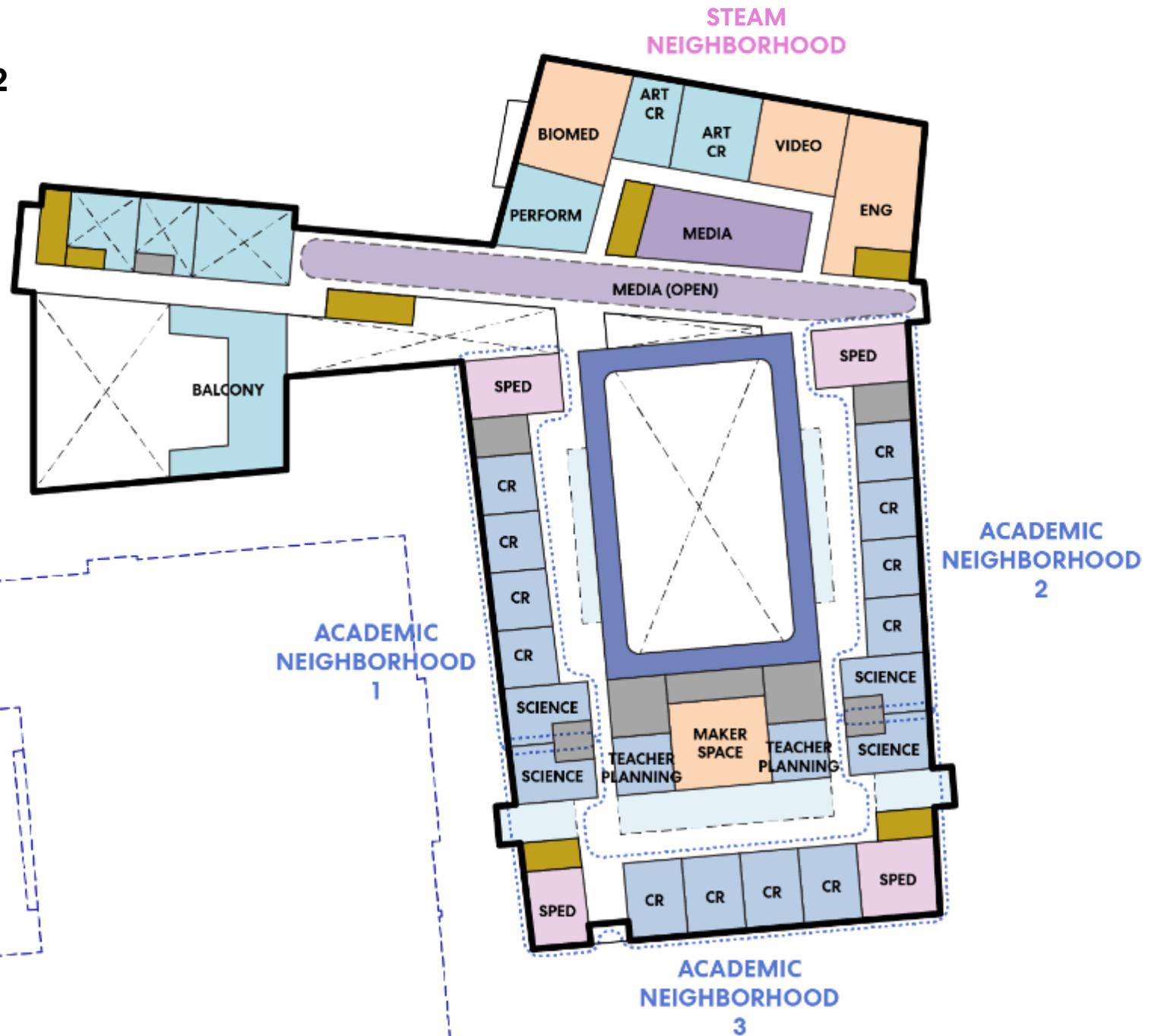
# Preferred Solution Option 4B – Planning Concept



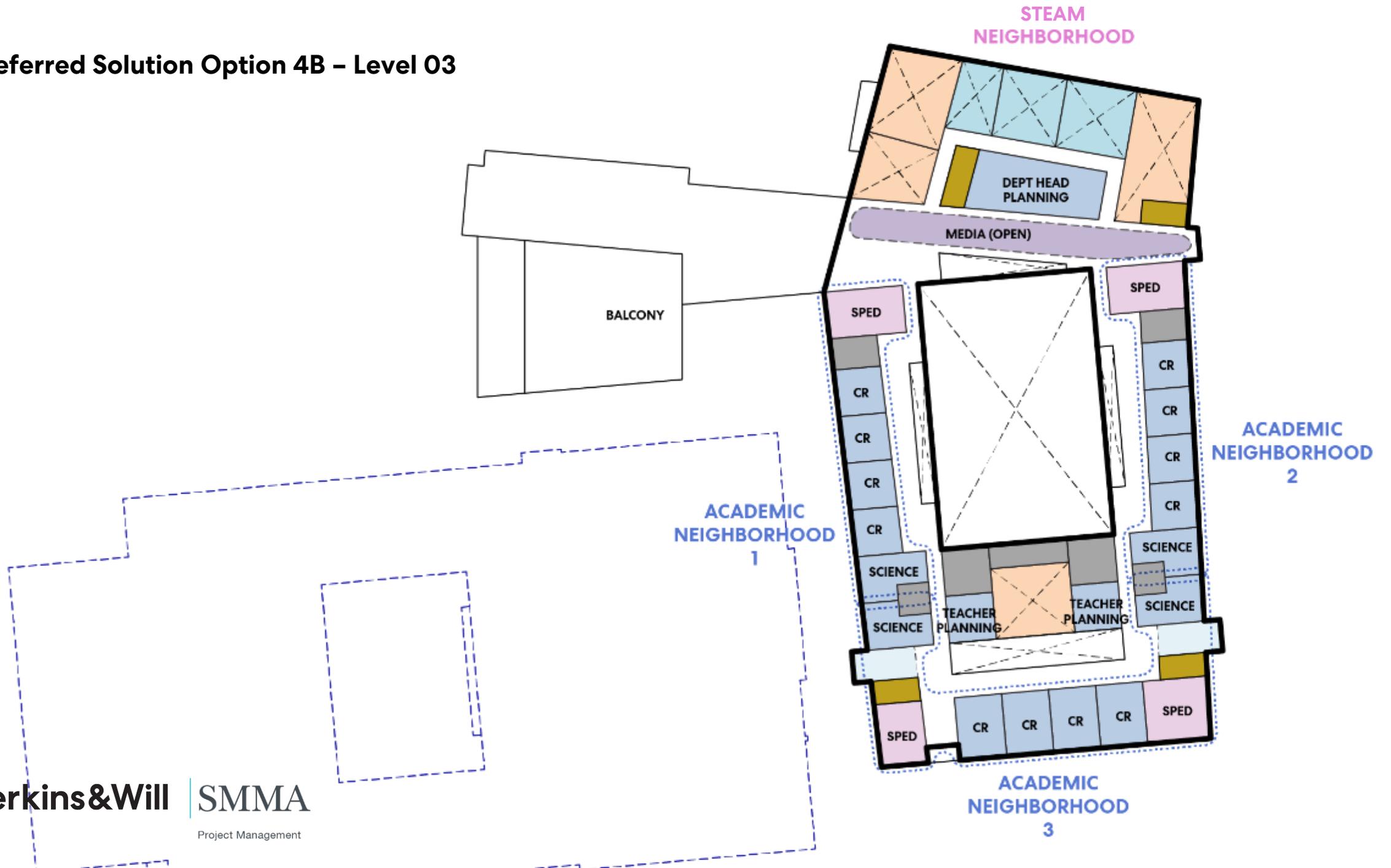
# Preferred Solution Option 4B – Level 01



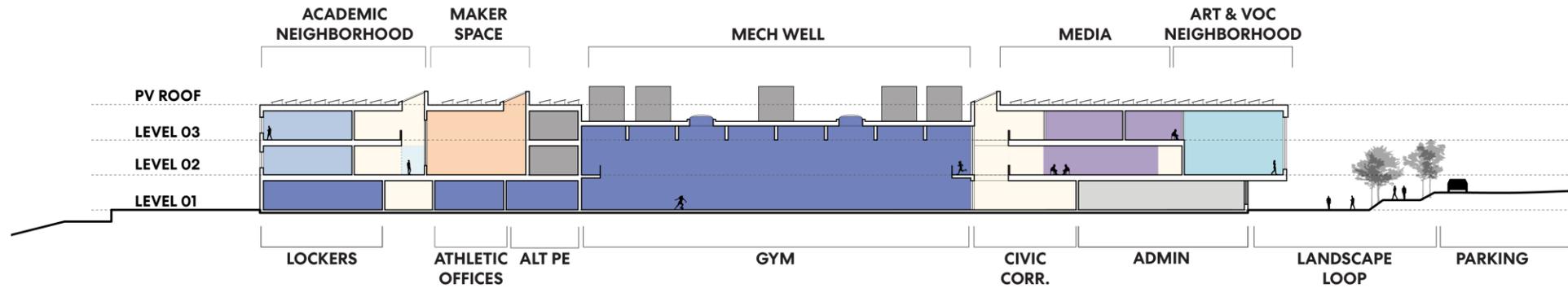
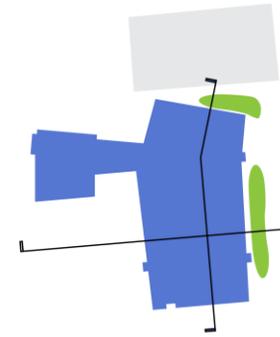
# Preferred Solution Option 4B – Level 02



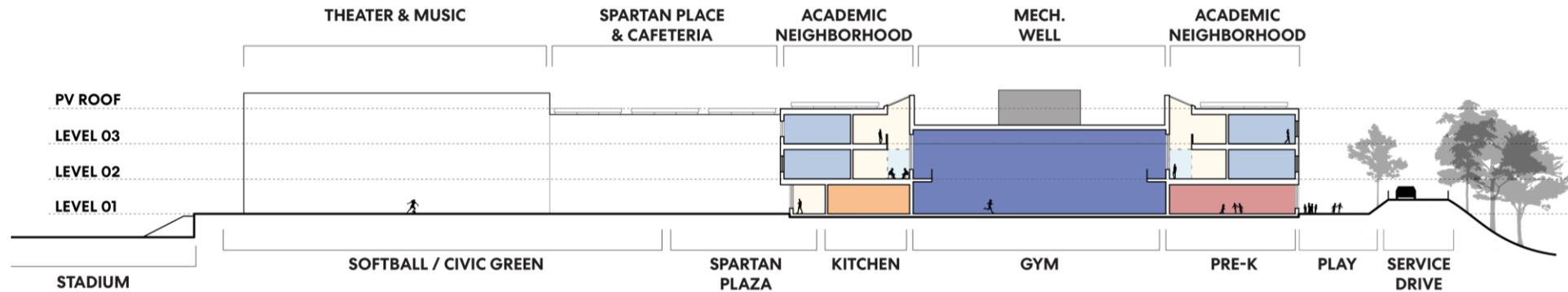
# Preferred Solution Option 4B – Level 03



# Preferred Solution Option 4B – Building Sections



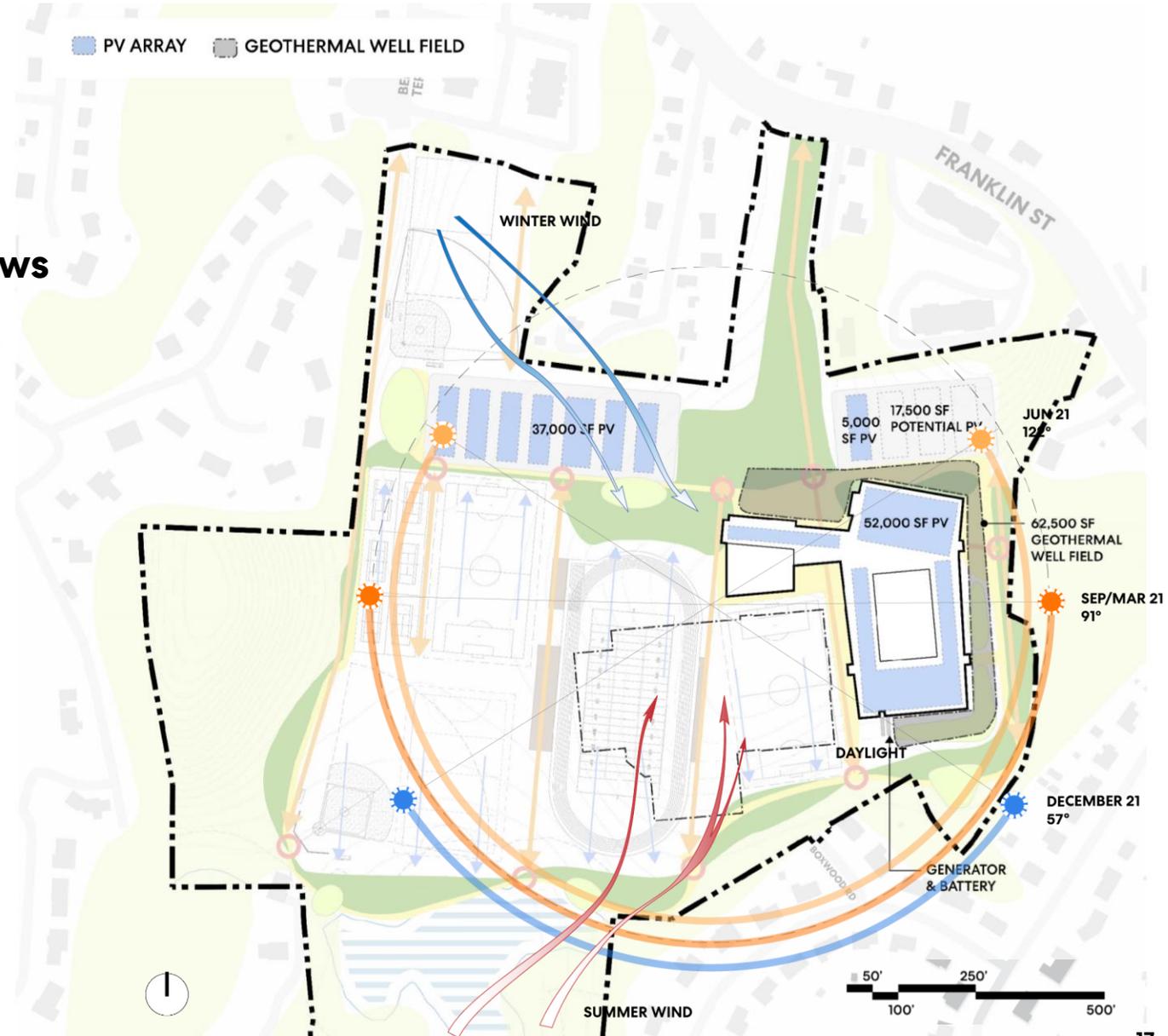
**SECTION – N/S**



**SECTION – E/W**

## Preferred Solution Option 4B – Sustainable Design Strategies

- Zero Net Energy Goal - Energy use intensity target (EUI) of 25
- No Fossil Fuels / all electric building
- Concise Massing / High Performance Windows
- Robust Envelope with Optimized Window to Wall Ratio (28%)
- Geothermal Heat Exchange System
- Planning for PPA Photovoltaic Array
- Planning for PPA Battery / Peak Demand Optimization
- Focusing on Low Carbon / Material Health
- Water-Use Reduction Target of 40%



## Preliminary Costs

Options	Preliminary Design Program		Preferred Schematic Report		
	Total Gross Square Feet	Estimated Total Construction (\$/sf)	Total Gross Square Feet	Estimated Total Construction (\$/sf)	Estimated Total Project (\$/sf)
Option 1A - Code Repairs Only	208,113sf	\$93,647,467 \$450/sf	208,113sf	\$92,664,326 \$445/sf	\$115,523,799 \$555/sf
Option 2A - Renovation Only	208,113sf	\$139,679,253 \$671/sf	208,113sf	\$135,140,192 \$649/sf	\$168,437,931 \$809/sf
Option 3A - Renovation / Addition	204,107sf	\$140,176,603 \$687/sf	207,827sf	\$145,405,962 \$700/sf	\$181,956,184 \$876/sf
Option 4A - New Construction	204,107sf	\$139,833,139 \$685/sf	207,827sf	\$141,652,636 \$682/sf	\$177,433,426 \$854/sf
<b>Option 4B - New Construction</b>	<b>204,107sf</b>	<b>\$138,271,461 \$677/sf</b>	<b>207,827sf</b>	<b>\$140,636,495 \$677/sf</b>	<b>\$176,208,977 \$848/sf</b>

**Perkins&Will**

**Thank you FAS!  
Discussion**

**Facilities Assessment Subcommittee Meeting**

# 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

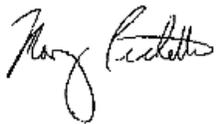
Dear Mr. Sheehan:

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 comments<sup>1</sup> 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"/>

<sup>1</sup> 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 Unifomat 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; <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	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

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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.

# Information About the Stoneham High School Feasibility Study



The Stoneham School Building Committee (SSBC) is comprised of municipal employees from the School and Town departments, elected representatives from the Select Board, School Committee and Finance and Advisory Board and citizens with a variety of talents and skills suited to the work of bringing a 21st century high school to the students and community of Stoneham. Since being appointed in early 2019, the SSBC has led the development of the Feasibility Study. A series of community outreach meetings

were hosted to share the latest updates on the process of the study and collect feedback comments.

After a comprehensive study of design alternatives proposed by Architect Perkins&Will, the SSBC voted for Option 4B as the Preferred Solution to submit to the Massachusetts School Building Authority (MSBA). Below images show site plan, floor plans and bird's eye view of Option 4B.

Features and benefits of Option 4B include:

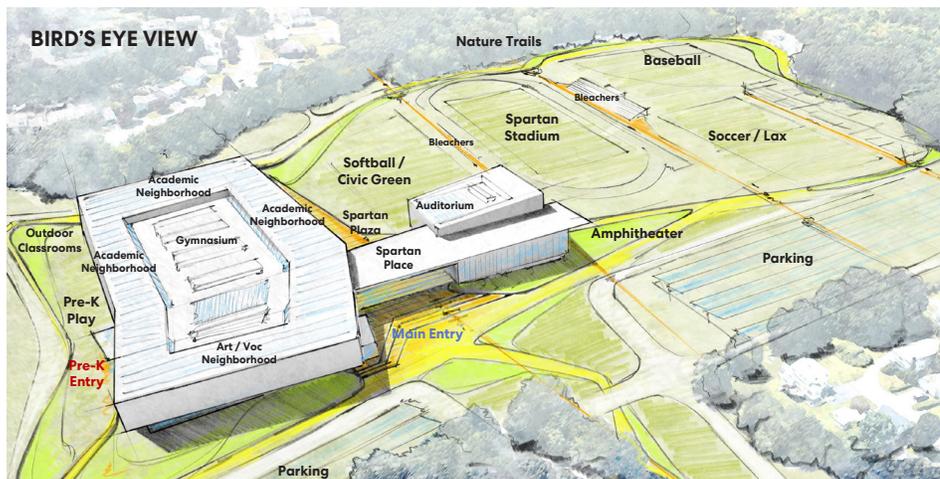
- New building located to the north and east of the existing building
- Optimized building orientation for daylighting/Zero Net Energy design
- Optimized orientation of ALL athletic fields and upgraded facilities
- Upgraded roadways and parking and improved traffic on Franklin Street
- Pedestrian connection from community to expeditionary trail
- District Offices and Pre-K program

## SITE PLAN

- 1 - TENNIS (5 Courts)
- 2 - SOFTBALL
- 3 - BASEBALL
- 4 - SOCCER
- 5 - TRACK
- 6 - WETLAND
- 7 - PARKING
- 8 - PRACTICE FIELD
- 9 - SPARTAN STADIUM
- 10 - FIELD HOCKEY
- 11 - PICKLEBALL
- 13 - ATHLETIC BUILDING
- 14 - PREK. PLAY
- 15 - SPARTAN PLAZA
- 16 - HOME BLEACHERS
- 17 - VISITOR BLEACHERS
- 18 - LANDSCAPE LOOP
- 19 - OUTDOOR CLASSROOMS
- 20 - COMMUNITY GARDEN
- 21 - AMPHITHEATER
- 22 - CIVIC GREEN



## BIRD'S EYE VIEW



Perkins&Will SMMA

### Next Steps

SSBC meetings are every two weeks. Meetings and agendas are posted on the project website.

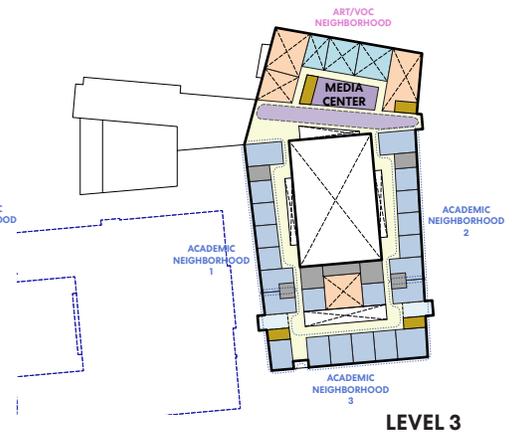
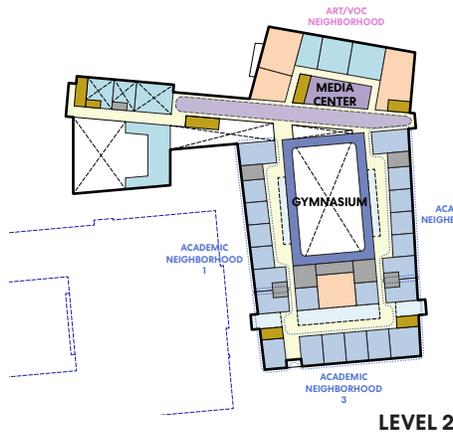
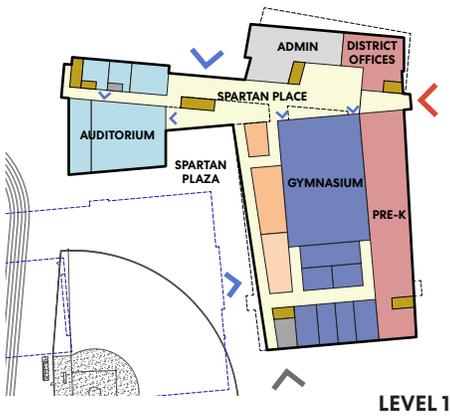
### Upcoming SSBC Meetings

- February 8, 2021
- February 22, 2021
- March 8, 2021
- March 22, 2021

### Upcoming Milestones

- February 11, 2021** – MSBA Board Meeting to approve PSR Submission
- February 22, 2021** – Approve Construction Manager Firm
- February 24, 2021** – Community Forum No. 5
- April 2021** – Community Forum No. 6
- June 2021** – Community Forum No. 7
- July 7, 2021** – Submit Schematic Design (SD) documents to MSBA
- August 25, 2021** – MSBA Board meeting vote to approve project
- Fall 2021** – Stoneham Town Votes

**FLOOR PLANS**



**1. Why are we performing a Feasibility Study?**

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

**2. How long has the Feasibility Study been underway?**

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

**3. What options have been studied?**

Ten (10) design alternatives were discussed and evaluated over the course of sixteen (16) SSBC meetings and four (4) community forums. The committee focused on the following criteria when developing the options: educational benefits, cost, minimal disruption during construction, sustainability, community use and traffic.

After reviewing five (5) design options, narrowed down from ten (10) initial options, the SSBC, on December 16, 2020, made the final selection of the Preferred Solution - **Option 4B**. Option 4B is an all new construction three-story building, located to the north and east of the existing building.

The estimated Total Project Cost and approximate cost to Stoneham, after MSBA reimbursement, for each of the five (5) option are listed below.

**4. What does Zero Net Energy mean and why is it important to Stoneham?**

Zero Net Energy (ZNE) means a building produces as much clean, renewable energy on the building and surrounding grounds in a given year (continuous 365 days) as it uses from the electric company. So overall at the end of the one-year period, it has zeroed out the energy it used from the utility by producing an equal amount of clean renewable energy locally. This

is important to Stoneham as the high school will be the single largest energy use building in Town and being Zero Net Energy will reduce Town costs over the decades to come.

**5. Will Franklin Street traffic be affected?**

Design Option 4B includes mitigation measures to improve the traffic along Franklin Street, especially during morning school arrivals. The roadways and parking in each design option have been expanded and redesigned to improve traffic flow and provide more queuing space for cars on site and off of Franklin Street. Additionally, a new traffic signal is being planned for the Stevens Street and Franklin Street intersection, synchronized with the new signal at the school entrance to improve traffic circulation.

**6. When will the Town be voting to approve the project?**

SSBC anticipates that Fall 2021 Town Meeting will be asked to approve the project to be placed on a ballot. The ballot vote is anticipated thereafter to approve the exclusion of the costs from the so-called Proposition 2 ½.

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

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

OPTIONS	APPROX. TOTAL PROJECT COST	APPROX. COST TO STONEHAM
Code Repair Only (Option 1A)	\$115.5M	\$62.9M
Renovation Only (Option 2A)	\$168.4.4M	\$110.1M
Renovation/Addition (Option 3A)	\$181.9M	\$128.7M
New Construction (Option 4A)	\$177.4M	\$126.4M
<b>New Construction (Option 4B)</b>	<b>\$176.2M</b>	<b>\$125.3M</b>

