

Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

December 7, 2017

Ms. Robin Crosbie, Town Manager
Town of Ipswich
25 Green Street
Ipswich, MA 01938

Re: Town of Ipswich, Winthrop Elementary School

Dear Ms. Crosbie:

The Massachusetts School Building Authority (the "MSBA") is forwarding review comments for the Module 3 Feasibility Study Preferred Schematic Report submission for the Winthrop Elementary School project received by the MSBA on November 8, 2017.

Responses to the attached comments shall be forwarded to the assigned Project Coordinator, Katie Loeffler (Katie.Loeffler@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 Fernando Garcia (Fernando.Garcia@MassSchoolBuildings.org).

Sincerely,



Mary Pichetti
Director of Capital Planning

Attachments:

Attachment A: Preferred Schematic Report Review Comments

Attachment B: Preferred Schematic Report Space Summary Review Comments

Cc: Legislative Delegation
William M. Craft, Chair, Ipswich Board of Selectmen
Sarah Johnson, Finance Director, Town of Ipswich
Sarah Player, Chair, Ipswich School Committee
Dr. Brian J. Blake, Superintendent, Ipswich Public Schools

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Town of Ipswich Preferred Schematic Report Review Comments

Kevin Murphy, Chair, Ipswich School Building Committee

Paul Queeney, Owner's Project Manager, PMA Consultants LLC

Robert Bell, Designer, Perkins Eastman

File: 10.2 Letters (Region 3)

ATTACHMENT A
MODULE 3 – PREFERRED SCHEMATIC REPORT REVIEW COMMENTS

District: Town of Ipswich
School: Winthrop Elementary School
Owner’s Project Manager: PMA Consultants, LLC
Designer Firm: Perkins Eastman/ DPC
Submittal Due Date: November 9, 2017
Submittal Received Date: November 08, 2017
Review Date: November 10-29, 2017
Reviewed by: F. Garcia, C. Alles, J. Jumpe

MSBA REVIEW COMMENTS

The following comments¹ on the Preferred Schematic Report 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 type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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 further 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

1, 2) It appears that several environmental concerns were identified during the initial “limited” Phase I site analysis including: potential soil contamination from an existing 8,000-gallon fuel storage tank, potential discharge to the leach field to the south of the school building, leaching catch basin located at the southwest portion of the parking lot, and potential historic pesticide/herbicide applications within the existing athletic field areas. Based on the District’s decision to relocate the proposed facility to the Doyon Elementary School site, additional site assessment and testing was performed to verify the suitability of this location. The information provided indicates that subsequent to performing a “limited” Phase I site assessment, a Phase II geo-environmental analysis was conducted as recommended by the Civil Engineer.

Based on this further analysis, please acknowledge the recommendations set forth by CDW Consultants, Inc. that may include additional investigations contingent upon the anticipated excavation process (for potential contaminated soils) will be factored into the proposed scope and budget. Also, please be aware of the MSBA’s policies regarding removal of fuel storage tanks and contaminated soils, as these will be considered ineligible for reimbursement.

No further 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; 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	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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	A narrative of the major building systems	<input checked="" type="checkbox"/>	<input 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>
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

5) *The information provided indicates that a new on-site septic system will be required at the Doyon site and gas service connection will require significant extension to Route 1. Please be aware that the MSBA will consider a new on-site septic system and gas line work beyond the property line ineligible for reimbursement. Please acknowledge.*

8) *The information provided indicates that a potential local zoning variance may be required to address the anticipated building height. Please provide a timeline required to obtain the required variances associated and any other approvals with the proposed design in response to these review comments. In addition, please provide a description outlining next steps if a height variance is not granted.*

Additionally, as a follow up to our Preferred Schematic call, and as discussed during the Facilities Assessment Subcommittee meeting (FAS), additional information is being requested regarding the feasibility of an addition/renovation option at the Doyon site demonstrating that an addition/renovation option could not meet the District's educational requirements in a more cost effective manner. Please provide the supplemental information as part of the District's response to these review comments.

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	<input checked="" type="checkbox"/>	<input 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>
	program				
	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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	e) Easements and environmental buffers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	f) Emergency vehicle access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	g) Safety and security features	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	h) Utilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	e) District's not-to-exceed Total Project Budget	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	f) Brief description of the local process for authorization and funding of the proposed	<input checked="" type="checkbox"/>	<input 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>
	project				
	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 checked="" type="checkbox"/>	<input 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 Review (include required 21-day duration)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	n) Substantial completion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

Based on the District's decision to relocate the proposed new school to the existing Doyon Elementary School site, the District and design team were able to focus on refining the preferred schematic concept while adapting to the new site. It appears addressing community concerns regarding traffic, parking, and site circulation, while maintaining and enhancing the educational planning aspects became the goal of the project team in an effort to submit an updated Preferred Schematic Report to the MSBA.

2a) Please refer to detailed comments in 'Attachment B'.

3) The District has indicated intent to achieve the 2% additional reimbursement through the MSBA Green School Program. The submittal indicates a total of 57 points using USGBC LEED-V4, including 8 points in Energy & Atmosphere “Optimized Energy Performance” category. In the District’s response to these review comments, and in the subsequent schematic design submittal, verify that the levels of energy performance meet or exceed the current Massachusetts (base) energy code by 20% and resubmit a revised USGBC scorecard if necessary. (Refer to the February 15, 2017 MSBA Board Memo regarding Sustainable Design Policy, and MSBA Project Advisory #41 for additional information). Please acknowledge.

4) Please provide an interior circulation diagram that demonstrates how students will transition into the school from the drop off areas, from the classrooms to the cafeteria, and exit the school at time of dismissal. In addition, provide the same information for an individual that is physically challenged. The intent is to understand how students will be traveling through the building on a daily basis. Please provide as part of the District’s response to these review comments.

6 a, b) Based on the District’s decision to relocate the proposed facility to the Doyon site, an update cost estimate was provided. As a result, the information provided indicates that the estimated project cost has increased by approximately \$3M when compared to the previously proposed project located at the existing Winthrop site. Please provide information that describes the factors associated with the increase in estimated construction and total project cost.

7a) The submittal indicates that the Project Notification Form (PNF) was submitted to the Massachusetts Historical Commission (MHC) on August 10, 2017 and obtained MHC approval on August 24, 2016. Please provide the Project Notification Form(s) previously submitted to the MHC for record/ clarification.

No further review comments for this section.

3.3.5 LOCAL ACTIONS AND APPROVALS

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	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3	Provide the following to document approval and public notification of school configuration changes associated with the proposed project:				
	a) A description of the local process required to authorize a change to the existing grade configuration or redistricting in the district	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b) A list of associated public meeting dates, agenda, attendees and description of the presentation materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c) Certified copies of the governing body (e.g. School Building Committee) meeting notes showing specific grade reconfiguration and/or redistricting, vote language, and voting results if required locally	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d) A certification from the Superintendent stating the District's intent to implement a grade configuration or consolidate schools, as applicable. The certification must be signed by the Chief Executive Officer, Superintendent of Schools, and Chair of the School Committee.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MSBA Review Comments:

No further review comments for this section.

Additional Comments:

- *Please note that the District will be required to execute a final Design Enrollment Certification based on the preferred solution. The MSBA will prepare a certification to be forwarded for signature upon approval by the Board of Directors for the preferred solution.*

Regarding past projects:

Both the MSBA's enabling legislation, M.G.L. c. 70B, and the MSBA's regulations, 963 CMR 2.00 et seq. specifically address the issue of past projects. MSBA records show a total MSBA payment of \$285,976 for the 2003 Ipswich Winthrop ES Roof and Boiler Replacement Project #W20034400 (final payment was in 3/2006). No State grants have been provided to the District associated with projects for the Doyon School completed within the last 20 years.

Pursuant to these requirements and based on the anticipated closing or repurposing of the Winthrop Elementary School, the MSBA will recover a pro-rated portion of the financial assistance that the Town has received for previous grants. The exact amount recovered will be established at the conclusion of the Schematic Design phase. Please see the MSBA website to view the MSBA's regulations, statute and closed school bulletin for additional information.

End

ATTACHMENT B
MODULE 3 – PREFERRED SCHEMATIC SPACE SUMMARY REVIEW

District: Town of Ipswich
School: Winthrop Elementary School
Owner’s Project Manager: PMA Consultants, LLC
Designer Firm: Perkins Eastman/ DPC
Submittal Due Date: November 9, 2017
Submittal Received Date: November 08, 2017
Review Date: November 10-29, 2017
Reviewed by: A. Waldron, F. Garcia, 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 Eastman/ DPC and its consultants. This review involved evaluating the extent to which the Winthrop Elementary 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 revised Preferred Schematic Report, dated November 9, 2017, for a new construction option with an agreed upon design enrollment of 775 students in grades K-5 with an additional 60 Pre-K students. Despite further evaluation that led to the District’s decision to relocate the proposed new school to the existing Doyon Elementary School site, the proposed square footage remains unchanged and is reflected in the detailed comments below.

The MSBA review comments are as follows:

- **Core Academic** – The District is proposing to provide a total of 38,100 net square feet (nsf) which exceeds the MSBA guidelines by 4,300 nsf. The proposed area in this category has not changed since the previous Preferred Schematic Report dated January 4, 2017. This overage is due to two Pre-Kindergarten classrooms (2,400 nsf) and two additional general classrooms (1,900 nsf). Based on the scheduling information provided in the District’s response the MSBA’s Preliminary Design Program review comments, this supports the delivery of core academic section program. The MSBA accepts this variation from guidelines. No further action required.

- **Special Education** – The District is proposing to provide a total of 10,330 net square feet (nsf) which exceeds the MSBA guidelines by 1,270 nsf. The proposed area in this category has not changed since the previous Preferred Schematic Report dated January 4, 2017. Please note that the Special Education program is subject to approval by the Department of Elementary and Secondary Education (DESE). The District should provide this 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.
- **Art and Music** – The District is proposing to provide a total of 5,075 nsf which meets the MSBA guidelines. The proposed area in this category has not changed since the previous Preferred Schematic Report dated January 4, 2017. No further action necessary.
- **Health and Physical Education** – The District is proposing to provide a total of 9,400 nsf which exceeds the MSBA guidelines by 3,100 nsf. The proposed area in this category has not changed since the previous Preferred Schematic Report dated January 4, 2017.

Based on the proposed scheduling information provided, the MSBA accepts the inclusion of one additional 3,000 nsf gym station, resulting in a total of 9,300 nsf. The proposed also includes 100 nsf dedicated to a Health Instructor’s Office. The MSBA does not object to the District including this space, however, as previously indicated, square footage in excess of 9,300 nsf will be considered ineligible for reimbursement.

- **Media Center** – The District is proposing to provide a total of 4,158 nsf which meets the MSBA guidelines. The proposed area in this category not changed since the previous Preferred Schematic Report dated January 4, 2017. No further action necessary.
- **Dining and Food Service** – The District is proposing to provide a total of 9,640 nsf which meets the MSBA guidelines. The proposed area in this category has not changed since the previous Preferred Schematic Report dated January 4, 2017. No further action necessary.
- **Medical** – The District is proposing to provide a total of 710 nsf which meets the MSBA guidelines. The proposed area in this category not changed since the previous Preferred Schematic Report dated January 4, 2017. No further action necessary.
- **Administration and Guidance** – The District is proposing to provide a total of 2,671 nsf which is 239 nsf below the MSBA guidelines. The proposed area in this category has not changed since the previous Preferred Schematic Report dated January 4, 2017. In the District’s response to the MSBA’s PDP review comments,

the District confirmed that this was adequate to meet their needs. The MSBA accepts this variation to guidelines.

- **Custodial and Maintenance** – The District is proposing to provide a total of 2,375 nsf which meets the MSBA guidelines. The proposed area in this category has not changed since the previous Preferred Schematic Report dated January 4, 2017. No further action necessary.
- **Total Building Net Floor Area** – The District is proposing to provide a total of 82,459 nsf which exceeds the MSBA guidelines by 8,432 nsf. The proposed area has not changed since the previous Preferred Schematic Report dated January 4, 2017. Based on the comments provided above, the MSBA accepts this variation to the guidelines, however, one adjustment is required in the Physical Education category. Please provide updated materials as required.
- **Total Building Gross Floor Area** – The District is proposing to provide a total of 123,685 gsf which exceeds the MSBA guidelines by 11,310 gsf. The proposed area has not changed since the previous Preferred Schematic Report dated January 4, 2017. Based on the comments provided above, the MSBA accepts this variation to the guidelines, however, one adjustment is required in the Physical Education category. Please provide updated materials as required.

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.