

**AGENDA FOR THE**  
**BELMONT HIGH SCHOOL BUILDING COMMITTEE**  
**DATE OF MEETING: Thursday, November 2, 2017**  
**TIME OF MEETING: 6:30 PM**  
**LOCATION: Chenery Middle School, Community Room**  
**95 Washington Street, Belmont, MA**

1. Call to order
2. Minutes of previous meeting # 26
3. Comments from Belmont residents
4. Treasurer's Report (Phyllis Marshall)
5. Public relations update (Jamie Shea)
6. Project schedule update (Bill Lovallo, Chair)
7. District space summary update (John Phelan, Superintendent)
8. Space summary update (Brooke Trivas, Perkins & Will)
9. Matrix of options (Brooke Trivas, Perkins & Will)
10. Building diagrams (Brooke Trivas, Perkins & Will)
11. Estimating project costs (Tom Gatzunis, Daedalus Projects, Inc.)
12. Next full Building Committee meeting
13. New business
14. End Meeting

Agenda Item #1

Call To Order

# Agenda Item # 2

Minutes of previous meeting

# 26 - October 19, 2017

**BELMONT HIGH SCHOOL BUILDING COMMITTEE**  
**DRAFT MEETING MINUTES**  
**October 19, 2017**  
**Homer Building Gallery**  
**7:30 AM**

**Meeting #26**

*Committee Members Attending:*

Chair Lovallo; Members: Adam Dash, John Phelan, Tom Caputo, Pat Bruschi, Dan Richards, Phyllis Marshall, Bob McLaughlin, Joel Mooney, Diane Miller, Chris Messer, and Jamie Shea

Others: Mike McAllister (CMS Principal), Torrance Lewis (CMS Assistant Principal), Jim Williams (BOS Chair), Glen Castro (Budget Analyst), Cindy Papa (Facilities Department), David Warner (Warner Design?), Kate Bowen and Susan Burgess-Cox (both SC Members)

From Daedalus: Tom Gatzunis and Shane Nolan

From *Perkins+Will*: Brooke Trivas, Patrick Cunningham, and Rick Kuhn

From Nelson\Nygaard: Meritell Font and Alyson Fletcher

*Members Absent:* Gerald Boyle, Phil Ruggiero and Joe DeStefano

## **I. Call to Order**

The meeting was called to order at 7:39 a.m. by Chair Lovallo.

## **II. Minutes of Previous Meetings**

*Mr. McLaughlin moved:* To approve the Minutes of 10/5/17.

The motion passed unanimously.

## **III. Resident's Comments**

No Comments.

## **IV. Treasurer's Report**

Ms. Marshall informed the Committee that the following Invoices are ready for their approval. She recommended favorable consideration for these invoices as they are appropriate and in line with expectations.

### **Invoice 1: Daedalus \$15,670**

*Mr. Brusch moved:* To approve the Invoice of \$15,670.

The motion passed unanimously.

## **Invoice 2: Perkins+Will \$80,000**

*Mr. Mooney moved:* To approve the Invoice of \$80,000.  
The motion passed unanimously.

## **Invoice 3: Materials (post-cards, flyers) for Meet Belmont Night, etc. \$33.97**

*Mr. Brusch moved:* To approve the Invoice of \$33.97.  
The motion passed unanimously.

Chair Lovallo confirmed that these amounts are appropriate and in line.

## **V. Open Meeting Law (OML) Update**

Mr. McLaughlin informed the BHSBC that new guidelines have been issued by the Attorney General's Office. Not much has changed with regard to subcommittees and working groups. He said he agrees with Mr. Hall's (Town Counsel) interpretation (recent memo) of the law concerning what constitutes a "public body". However, he said the town will be constrained if it follows the Town Counsel's advice concerning small working groups, e.g., postings meetings, keeping minutes, etc. Small groups, he said, need to be able to meet informally and discuss relevant issues and it is appropriate for them to do so.

Chair Lovallo stated that he is in touch with the PR group leader, Jamie Shea, and he will continue to hear updates from her. Ms. Brusch clarified that two subcommittees – hiring of the OPM (Daedalus), and the hiring of the Design Team (Perkins+Will) – were formally created (voted in). Chair Lovallo reminded the group to "cc:" the town BHSBC email when corresponding via email.

## **VI. Public Relations Update (Web Page, Other Media Outlets)**

Ms. Shea explained that leafleting has occurred throughout town. Hundreds of people have responded to the traffic survey. Ms. Hannah Fischer will be writing columns to the local newspaper that will explain why a new building is needed. Efforts are ongoing to get the community involved in the high school building process. The upcoming Community Engagement meeting will be held on Saturday, October 28<sup>th</sup>, and will include a high school tour. Residents have asked about the cost of the project. She showed an image of the banner which will be purchased and exhibited in public spaces.

Chair Lovallo noted that a video series (the first video will overview the existing conditions) is being prepared and that Ms. Shea will confer with Perkins+Will and Daedalus on video content and other PR issues.

## **VII. Project Schedule Update**

Chair Lovallo discussed the PDP report, which is due to the MSBA in early December. The Board of Selectmen and School Committee will need to approve the PDP report. A Google docs document will be created for their comments and edits. BOS Chair Williams expressed concern about the Board and its ability to review the PDP document. Chair Lovallo reviewed the meeting schedule going forward, with concern to the PDP. He agreed that this report covers a lot of information and he stated that he is available to keep the Board up-to-date and in the loop.

Mr. Nolan reviewed the specifics of what has to be signed (and by when) and then submitted to the MSBA.

## **VIII. District Space Summary Update**

Superintendent Phelan noted that he has met with the BHS and CMS principals as well as the Leadership Council to review space currently used and to fully consider the space that will be needed. This data is being compared with the MSBA requirements. All three grade configurations are under consideration (9-12, 8-12, 7-12). Educational Programming is being reviewed concurrently as well. Alternative space planning for the elementary levels is being planned for, as the ultimate BHS configuration is likely to impact the K-6 grades unless the 9-12 configuration is chosen.

Chair Lovallo added that this work will be a part of the PDP report. Concerning costs, this topic has not been avoided. The findings from the space studies will impact the overall cost of the project. However, the Educational Program defines the project and that, in conjunction with the space findings, will allow the OPM to begin soon to assign project costs. The 7-12 and 8-12 grade configurations are less-known entities and will be fully discussed, but the 9-12 grade configuration is also under consideration. The 9-12 configuration may be discussed a bit less, only because it is a more familiar option. Superintended Phelan and Ms. Trivas agreed that it makes sense to start with the larger, more complex configuration (grade 7-12), as it will be easier to go from the largest to the smallest configuration.



## IX. Traffic Report

Ms. Trivas introduced the Traffic Team. Traffic, she said, is one piece of many (e.g., existing condition, space, educational, etc.) that will inform the overall project. Ms. Fletcher noted that the Traffic Team has been onsite over the last few weeks.

She reviewed the following:

- routes by which cars enter and exit the high school grounds
- parking availability on and near the BHS grounds
- number of walkers and bikers (higher numbers of both during the warm weather)
- busses parked in the parking lot and MBTA routes
- traffic delays, obstructed sight lines, and overall congestion frustrations
- crash data and safety issues in and around the grounds

Mr. McLaughlin asked about the extrapolation of this data to the grade 7-12 configuration. It was noted that there will be a *future* model that will incorporate this data and the 7-8 grades may start school at a different time. Selectman Dash noted that the Community Path will need to be a part of this conversation. Chair Lovallo replied that the Community Path as well as the Rink representatives have already been brought in to the loop.

**X. Space Summary Update – Matrix of Options – Adjacency Diagrams**

Ms. Trivas reviewed the proposed building configuration matrix. Mr. Kuhn, Mr. Warner, and Mr. Cunningham discussed the three potential scenarios, under consideration, for the project:

1. building renovation (using the same footprint)
2. building renovation with addition
3. new construction/building

Scenarios number 2 and 3 (noted above) were explored, and the following issues, which will impact either of those scenarios, were touched on:

- traffic patterns on the site and near to the site
- parking
- access to field space
- noise issues
- the pond and the walking path around the pond
- flooding issues
- emergency access to the school
- student safety
- MBTA train tracks
- construction phases
- impact on auditorium, field house, and pool
- placement of tennis courts

All of the above items will, in turn, be impacted by the differing grade configuration options (i.e., 7-12, 8-12, 9-12).

Ms. Trivas reviewed a “program tree” for the three grade configurations, e.g., centralized, external, hybrid.

Mr. McLaughlin raised the point that the new educational concepts seem to be focused on the extroverted learners. He said he hopes the introverted learner is considered. Ms. Trivas replied that the “collaborative spaces” do consider introverted learners.

**XI. Next Full Building Committee Meeting**

Thursday, November 2, 2017 at 6:30 p.m. location to be determined  
Potential agenda items include: building diagrams, massing models, begin to talk about costs

**XII. Related Meeting Documents**

- Visioning Workshop Summary
- Existing Conditions Summary
- Perkins+Will Milestone Schedule
- Educational Visioning Report (May 2017, Mr. Locker)
- Perkins+Will Meeting Agenda

**XIII. Adjournment**

The meeting ended at 9:36 a.m. by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved:

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Gerald R. Boyle, Secretary	Date

## Agenda Item # 3

### **Comments from Belmont residents**

# Agenda Item # 4

**Treasurer's Report**

**Phyllis Marshall**

**BELMONT HIGH SCHOOL**  
**TOTAL PROJECT COST SUMMARY**  
November 2, 2017



	FSA January 2016	Current Project Budget (subject to MSBA BRR approval)	Encumbered Amount	Amount Paid to Date	Balance to Finish
Feasibility Study Agreement					
OPM Feasibility Study	\$400,000	\$400,000	\$375,000	\$60,420	\$339,580
A&E Feasibility Study	\$1,100,000	\$1,100,000	\$1,100,000	\$100,000	\$1,000,000
Environmental & Site	\$150,000	\$150,000	\$105,000	\$0	\$150,000
Other	\$100,000	\$100,000	\$87,264	\$34,508	\$65,492
<b>TOTAL BUDGET</b>	<b>\$1,750,000</b>	<b>\$1,750,000</b>	<b>\$1,667,264</b>	<b>\$194,928</b>	<b>\$1,555,072</b>

Amount Reimbursed by MSBA to date (ProPay #1-2)	\$10,715
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# Agenda Item # 5

**Public Relations Update**

**Jamie Shea**

# Global Capstone Class

Amelia Ickes

Mia Handte-Reinecker

Will Domeniconi

Jake Pollock

Caleb Henman

Barbara Joseph

Mahima Sindhu

Becky Salame

Jiayi Ruan

Shodai Inose

Jen Tan

Eliza Filler

Gayane Kaligian

Nayun Eom

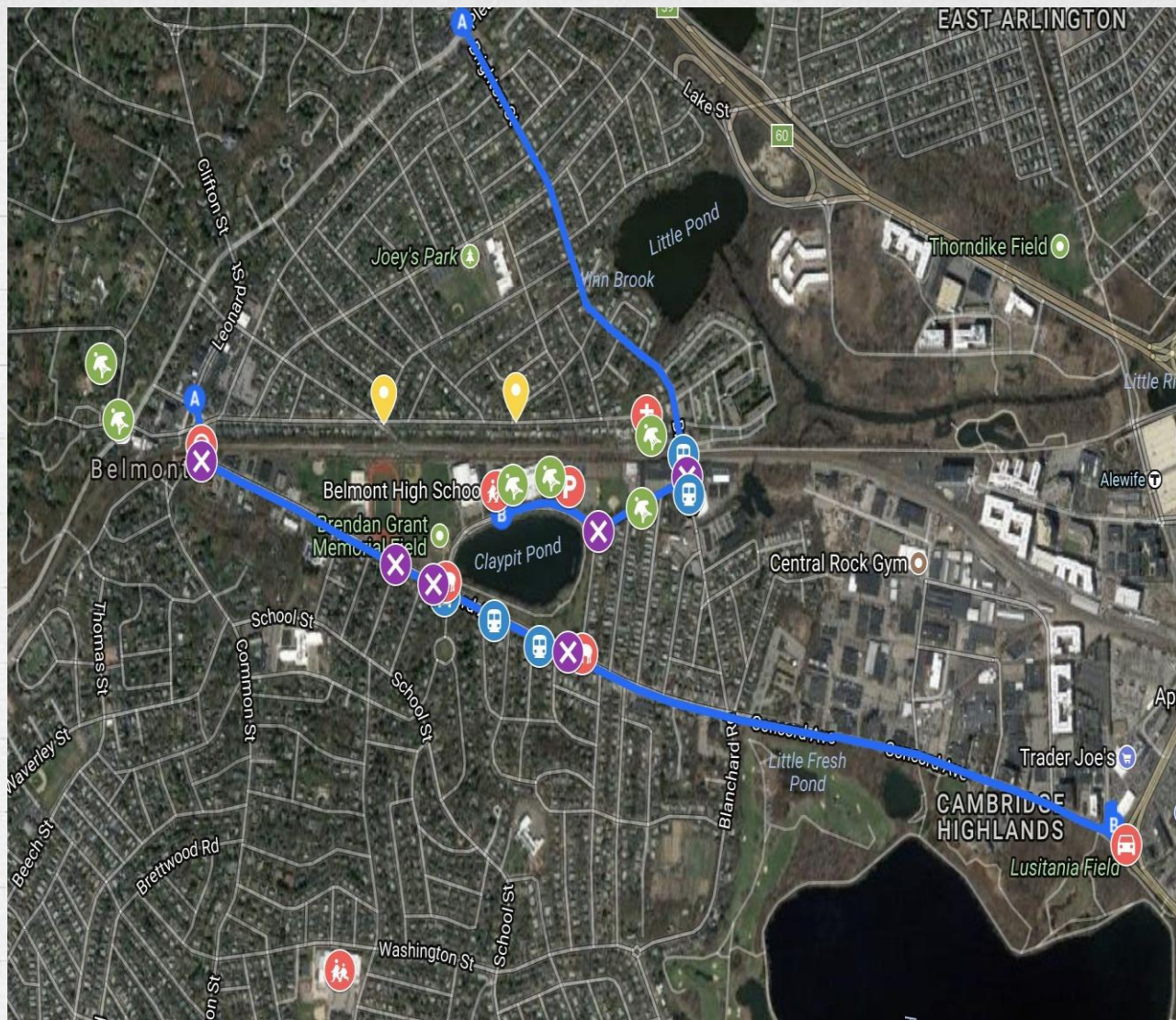
Luna Bradley-Hurley

Olivia Bible

Julia Kermond









# Parts and People In System

## PARTS OF SYSTEM

- Cars
- Roads
- Stop-lights
- Stop-signs
- Crosswalks
- Commuter Rail
- MBTA Buses
- Time
- Weather

## PEOPLE IN SYSTEM

- Outside Commuters
- Parents
- Students
- Pedestrians
- Faculty
- Crossing Guard/Police



# Stakeholder Perspectives

Anyone who can influence or is affected by a change



## Work Commuters (Arlington)

Not fair because with a larger population, we should be able to have more access to transportation means, whether that means being able to cut through parts of Belmont

## Students/Faculty

Education is important and should not be compromised on the basis of morning traffic; we should get first priority because school starts earlier than regular 9-5 jobs; school is in Belmont and jobs are usually not

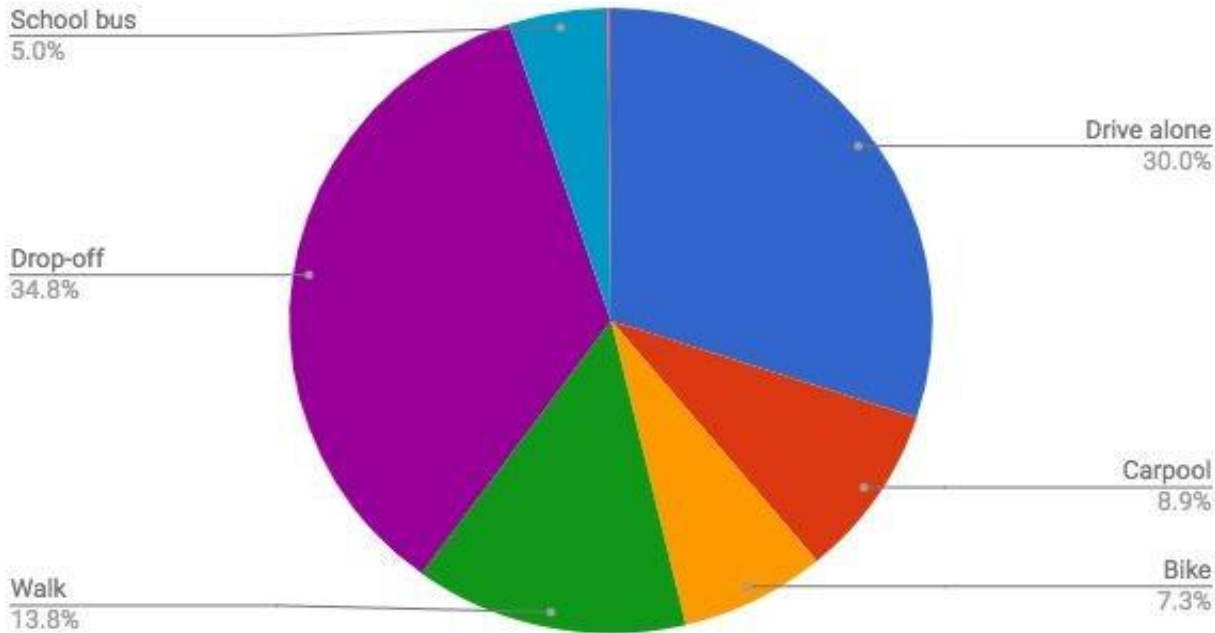
## Other

MBTA and Commuter Rail is public transportation and we can't restrict that  
  
Crossing guards/police can help regulate traffic



# How the whole community commutes to school:

Count of how does our community most often travel to school?



Drop off: 238

Drive alone: 205

Walk: 94

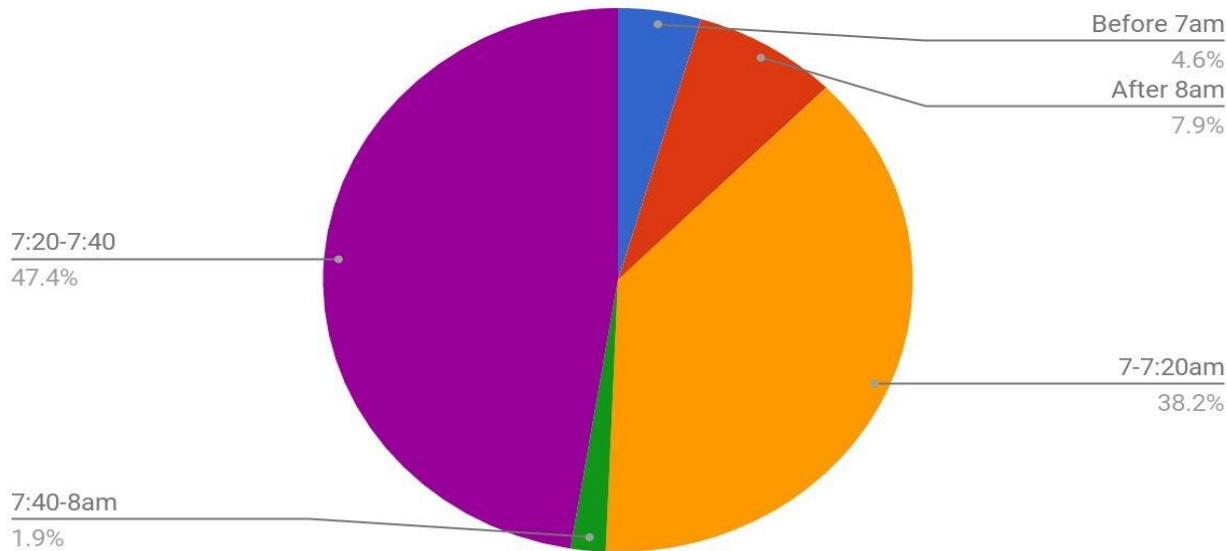
Carpool: 61

Bike: 50

School bus: 34

# What time does our community get to school?:

Count of what time does the community most often come to school?



7:20-7:40: 323

7:00-7:20: 260

After 8:00: 54

Before 7:00: 31

7:40-8:00: 13

# Traffic Survey Analysis – Student

## 7-7:20 Student

Biked: 20

Carpool: 17

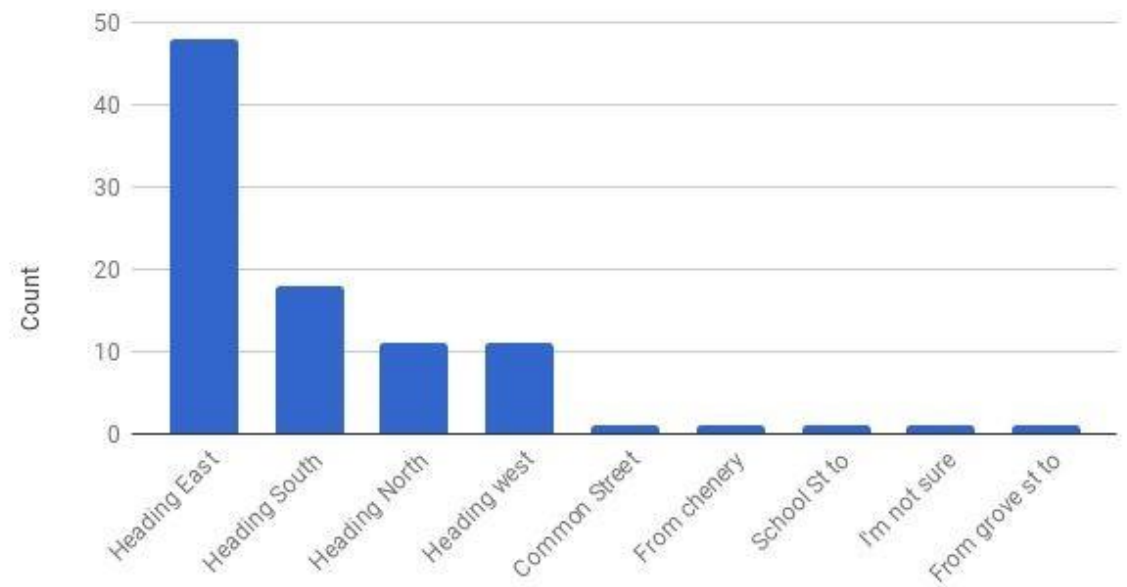
Drive alone: 37

Drop-off: 38

School bus: 26

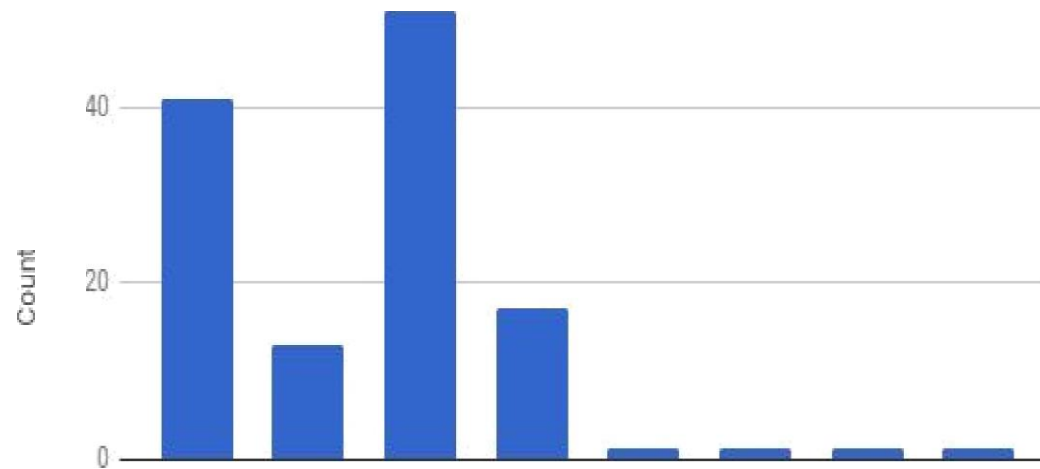
Walk: 13

Count



7: 20—7:40

« ‹





## Findings

From 7-7:20, the greatest amount of students were dropped off with driving alone as a close second. The least amount of students walked. From 7:20-7:40, the most students were dropped off (even more than earlier) and the least amount of students biked, while more students walked.



# Thoughts Based On Student Data

## Questions to address/Information needed:

- X Find out the grade levels of the students who responded
- X Did providing students with answers to the “improvements” hinder they way they would have otherwise approached it?
- X Weeded out the “traffic does not affect me” students through ending quiz once answered



## Potential Ideas:

- X Incentivization- create a contract like for sports and independent studies (seasonal, yearly, etc.)
- X Designated parking areas for after-school students and immediately leaving (or bygrade)
- X More bike racks



*Teachers*

*Traffic Survey*

Faculty and staff refers to  
non-classroom teachers

No- 29.8%

Yes- 70.2%

Do you feel that traffic affects your personal commute to school?





# When do Teachers come to school?

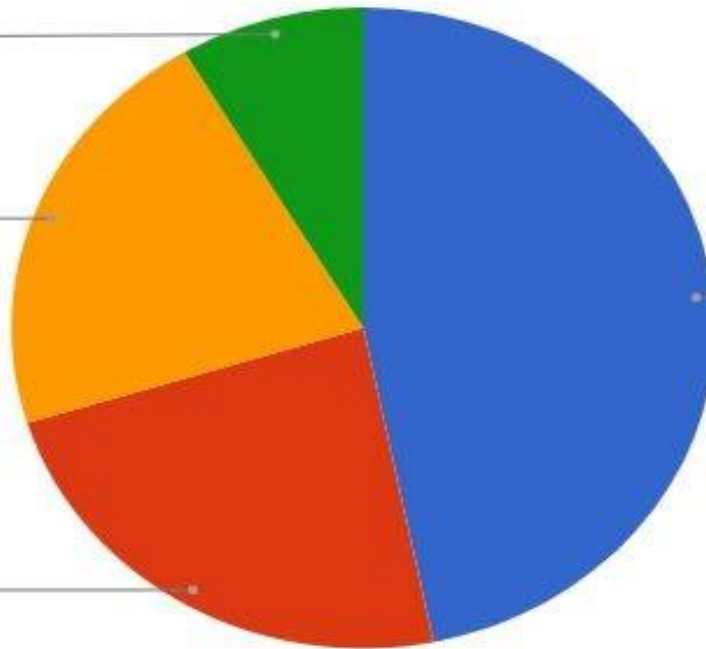
When do teachers come to school?

After 8am  
8.5%

7:20-7:40  
21.3%

Before 7am  
23.4%

7-7:20am  
46.8%



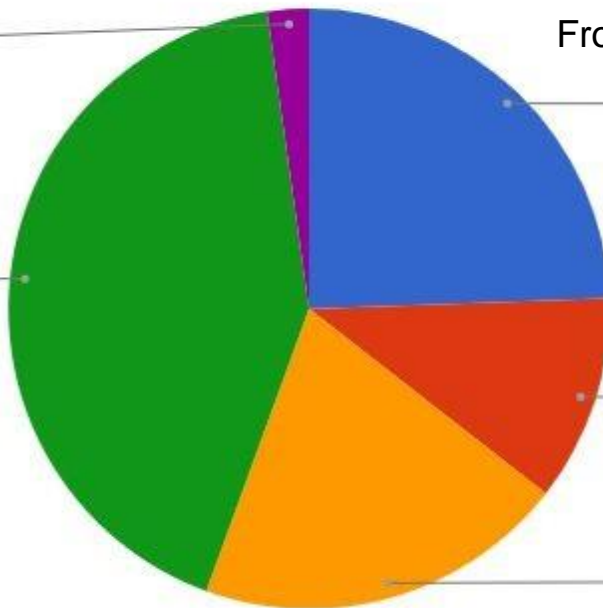
# From what direction do teachers come?

Count

I live off of Grove St. I...  
2.2%

Heading East (from B...  
42.2%

From Belmont Center  
to Concord Ave



From Pleasant St to Brighton St

Heading South (from...  
24.4%

Concord Ave to Brighton St

Heading North (from...  
11.1%

Heading west (from A...  
20.0%

Alewife to Concord Ave

# Where are Faculty and Staff coming from?

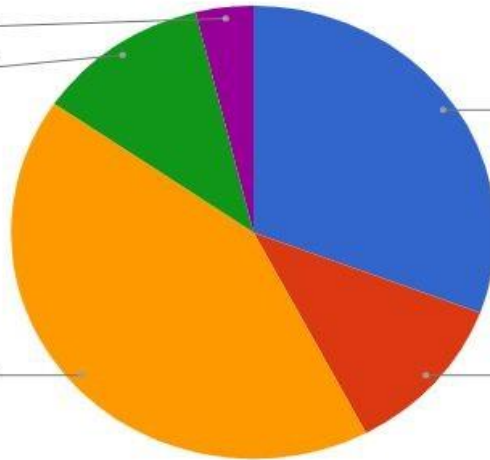
Count

from Bright to Concor...  
3.8%  
Heading west (from A...  
11.5%

Heading East (from B...  
30.8%

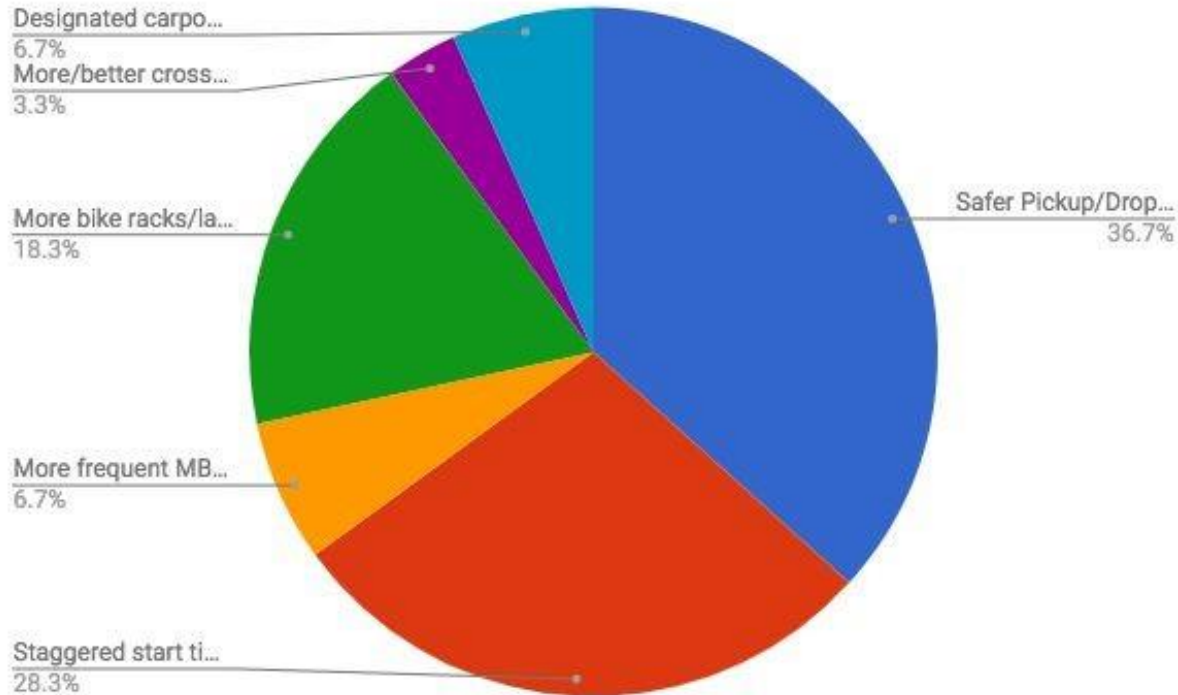
Heading South (from...  
42.3%

Heading North (from...  
11.5%





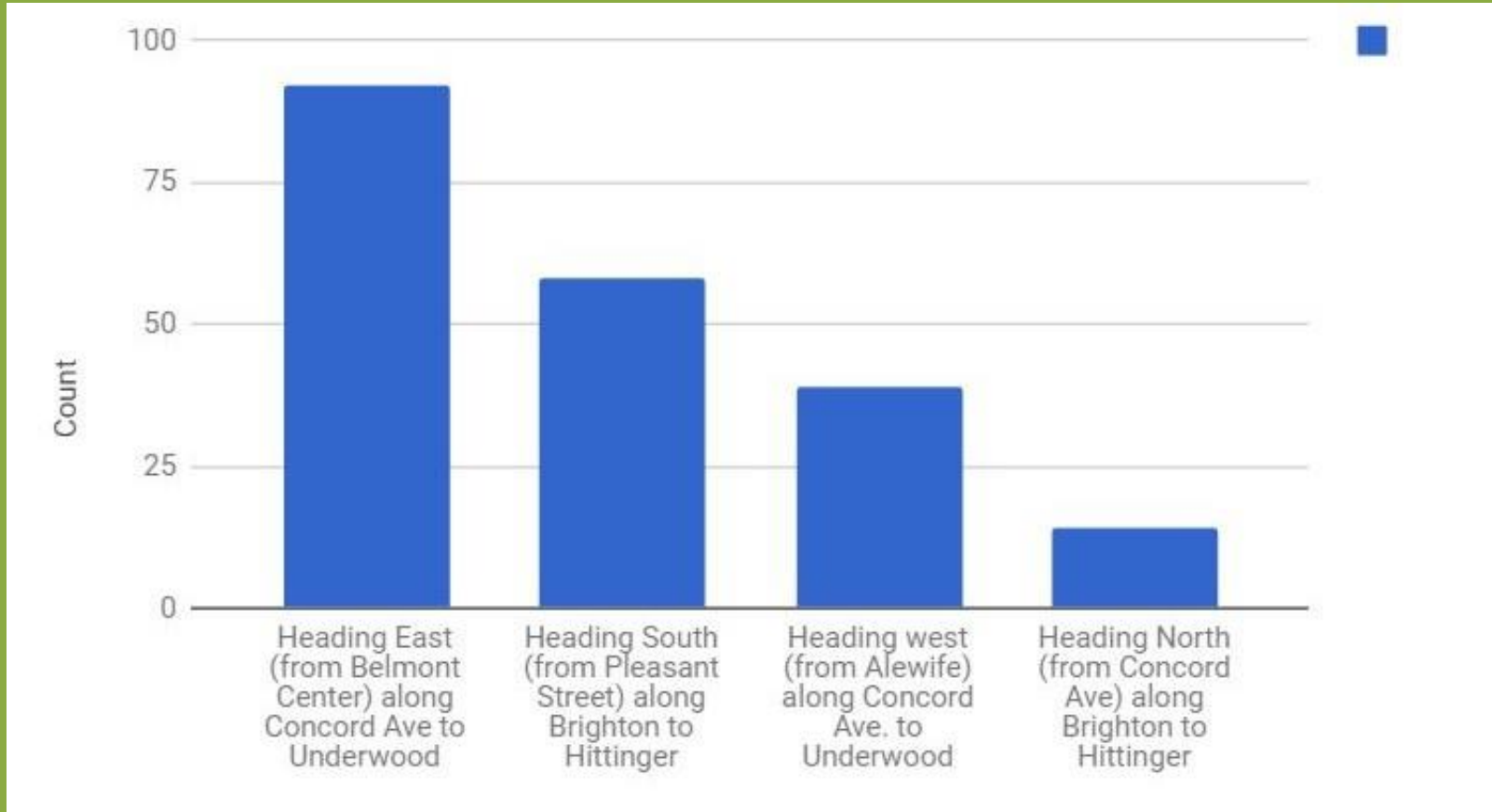
# What improvements do teachers want?



17 out of 28 (61%) faculty and staff members would think traffic would be eased by increased parking and safer pick up/drop off points

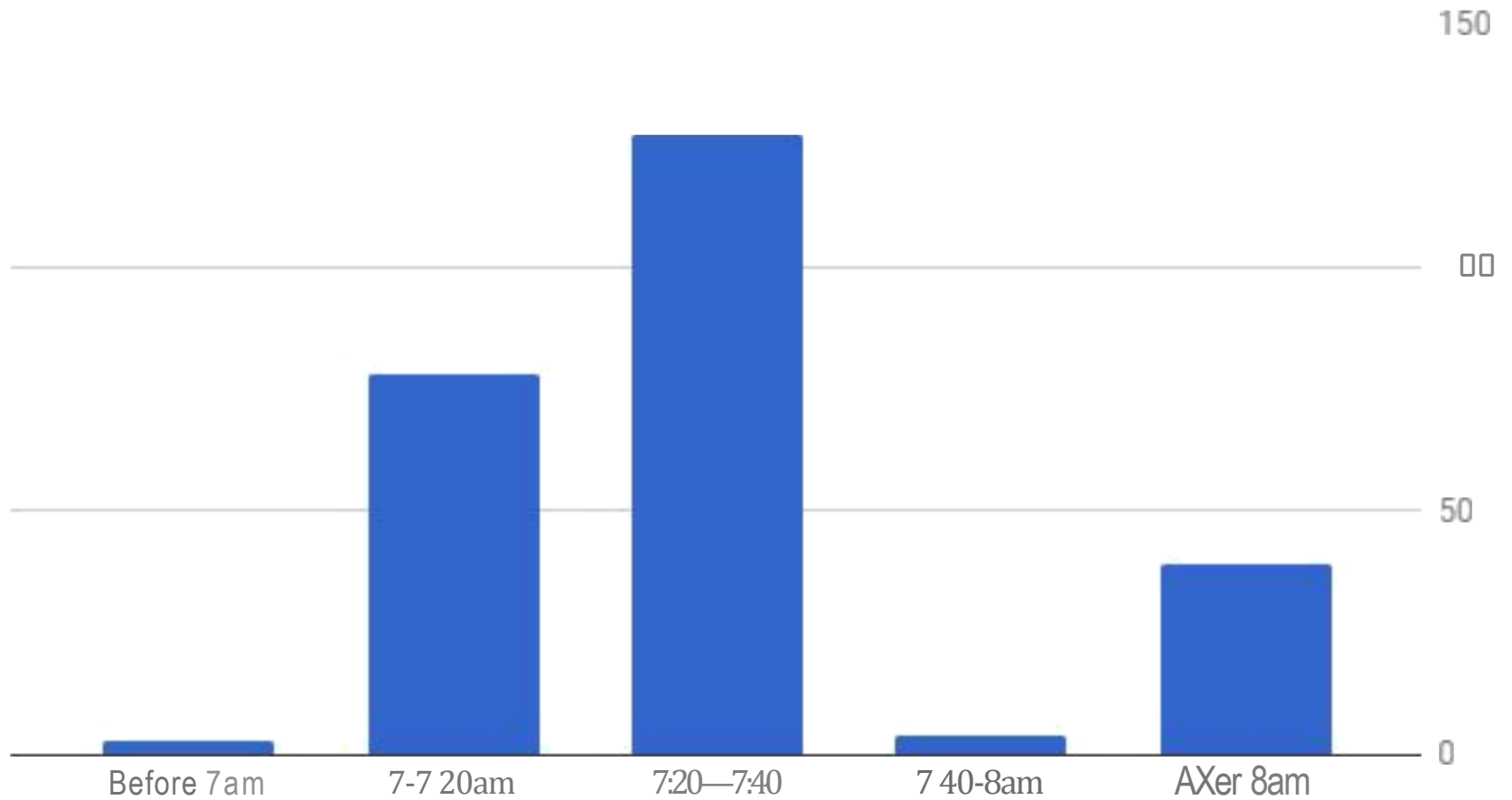


# Overview of Parents' Data



# of Responses: 251

## Number of parent drop-offs



# Suggestions from Parents

1. Biking Culture
2. Better Bike Facilities
  - a. Lanes, racks, incentives
3. Staggered start times
4. Satellite drop-off areas

## Errors

- Some answered for their student, so we have responses like “walk” and “bike” to school from parents,
  - “Carpool” → who many?
- so not all counts are accurate

# Suggestions

Most popular:

- Staggered start times-374
- Safer pickup/drop-off zone-215
- More parking-191
- More/better crosswalks/sidewalks-186

# How We Intend To Solve This

Incentivize

Studies show that  
incentive-based school programs  
have a *16% increase of activity*



Needs to be **REWARD** bases

- **Sports credits**
- Gift Cards
- Homework Passes





Involve The Community



## Communities and Perspectives

83% of Belmont residents (~25,000 total) and 80% of Arlington residents (~43,000 total) drive cars as a means of transportation

Just over 75% of Arlington commuters drive 30 minutes or under

- x The places that are 30 minutes and under to travel to are usually more easily accessible through Belmont

School community (faculty/staff, students, etc.)



# Agenda Item # 6

**Project Schedule Update**

**Bill Lovallo**



**REVIEW  
POSTINGS**

**3.1 Preliminary Design Program**

**OCTOBER 10TH 3.1.1 Introduction**

**OCTOBER 17TH 3.1.2 Educational Program**

**OCTOBER 17TH 3.1.3 Initial Space Summary**

**OCTOBER 10TH 3.1.4 Evaluation of Existing Conditions**

**OCTOBER 10TH 3.1.5 Site Development Requirements**

**OCTOBER 22ND 3.1.6 Preliminary Evaluation of Alternatives**

**3.1.7 Local Actions and Approvals**

# Agenda Item # 7

**District space summary update**

**John Phelan**

# Agenda Item # 8

**Space summary update**

**Brooke Trivas**

# Agenda Item # 9

**Matrix of options**

**Brooke Trivas**

# Agenda Item # 10

**Building diagrams**

**Brooke Trivas**

# Agenda Item # 11

**Estimating Project Costs**

**Tom Gatzunis**

### Total Project Budget

Insert City/Town Insert School Name	School Building Committee Reviewed on:		Insert Date of SBC Review Date
Total Project Budget: All costs associated with the project are subject to 963 CMR 2.16(5)	Estimated Budget	Scope Items Excluded from the Estimated Basis of Maximum Facilities Grant or Otherwise Ineligible	Estimated Maximum Total Facilities Grant <sup>1</sup>
<b>Feasibility Study Agreement</b>			
OPM Feasibility Study	\$0	\$0	\$0
A&E Feasibility Study	\$0	\$0	\$0
Environmental & Site	\$0	\$0	\$0
Other	\$0	\$0	\$0
<b>Feasibility Study Agreement Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Legal Fees</b>			
Administration	\$0	\$0	\$0
<b>Owner's Project Manager</b>			
Design Development	\$0	\$0	\$0
Construction Contract Documents	\$0	\$0	\$0
Bidding	\$0	\$0	\$0
Construction Contract Administration	\$0	\$0	\$0
Closure	\$0	\$0	\$0
Extra Services	\$0	\$0	\$0
Reimbursable & Other Services	\$0	\$0	\$0
Cost Estimates	\$0	\$0	\$0
Advertising	\$0	\$0	\$0
Permitting	\$0	\$0	\$0
Owner's Insurance	\$0	\$0	\$0
Other Administrative Costs	\$0	\$0	\$0
<b>Administration Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Architecture and Engineering</b>			
Basic Services			
Design Development	\$0	\$0	\$0
Construction Contract Documents	\$0	\$0	\$0
Bidding	\$0	\$0	\$0
Construction Contract Administration	\$0	\$0	\$0
Closure	\$0	\$0	\$0
Other Basic Services	\$0	\$0	\$0
<b>Basic Services Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Reimbursable Services			
Construction Testing	\$0	\$0	\$0
Printing (over minimum)	\$0	\$0	\$0
Other Reimbursable Costs	\$0	\$0	\$0
Hazardous Materials	\$0	\$0	\$0
Geotech & Geo-Env.	\$0	\$0	\$0
Site Survey	\$0	\$0	\$0
Wellness	\$0	\$0	\$0
Traffic Studies	\$0	\$0	\$0
<b>Architectural/Engineering Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>CM &amp; Risk Preconstruction Services</b>			
Pre-Construction Services	\$0	\$0	\$0
Site Acquisition	\$0	\$0	\$0
Land / Building Purchase	\$0	\$0	\$0
Appraisal Fees	\$0	\$0	\$0
Recording Fees	\$0	\$0	\$0
<b>Site Acquisition Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Construction Costs</b>			
<b>SUBSTRUCTURE</b>			
Foundations	\$0	\$0	\$0
Basement Construction	\$0	\$0	\$0
<b>SHELL</b>			
SuperStructure	\$0	\$0	\$0
Exterior Closure	\$0	\$0	\$0
Exterior Walls	\$0	\$0	\$0
Exterior Windows	\$0	\$0	\$0
Exterior Doors	\$0	\$0	\$0
Roofing	\$0	\$0	\$0
<b>INTERIORS</b>			
Interior Construction	\$0	\$0	\$0
Staircases	\$0	\$0	\$0
Interior Finishes	\$0	\$0	\$0
<b>SERVICES</b>			
Conveying Systems	\$0	\$0	\$0
Plumbing	\$0	\$0	\$0
HVAC	\$0	\$0	\$0
Fire Protection	\$0	\$0	\$0
Electrical	\$0	\$0	\$0
<b>EQUIPMENT &amp; FURNISHINGS</b>			
Equipment	\$0	\$0	\$0
Furnishings	\$0	\$0	\$0
<b>SPECIAL CONSTRUCTION &amp; DEMOLITION</b>			
Special Construction	\$0	\$0	\$0
Existing Building Demolition	\$0	\$0	\$0
In-Bldg. Hazardous Material Abatement	\$0	\$0	\$0
Asbestos Cont'g Floor Matt' Abatement	\$0	\$0	\$0
Other Hazardous Material Abatement	\$0	\$0	\$0
<b>BUILDING SITEWORK</b>			
Site Preparation	\$0	\$0	\$0

Rev. 6 August 2017

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### Total Project Budget

Insert City/Town Insert School Name	School Building Committee Reviewed on:		Insert Date of SBC Review Date
Total Project Budget: All costs associated with the project are subject to 963 CMR 2.16(5)	Estimated Budget	Scope Items Excluded from the Estimated Basis of Maximum Facilities Grant or Otherwise Ineligible	Estimated Maximum Total Facilities Grant <sup>1</sup>
Site Improvements	\$0	\$0	\$0
Site Civil / Mechanical Utilities	\$0	\$0	\$0
Site Electrical Utilities	\$0	\$0	\$0
Other Site Construction	\$0	\$0	\$0
<b>Scope Excluded Site Cost</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Construction Trades Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Contingencies (Design and Pricing)	\$0	\$0	\$0
DBB Sub-Contractor Bonds	\$0	\$0	\$0
DBB Insurance	\$0	\$0	\$0
DBB General Conditions	\$0	\$0	\$0
DBB Overhead & Profit	\$0	\$0	\$0
DBB Insurance	\$0	\$0	\$0
DBB Fees	\$0	\$0	\$0
DBB Contingency	\$0	\$0	\$0
Escalation to Mid-Point of Construction	\$0	\$0	\$0
Overall Excluded Construction Cost	\$0	\$0	\$0
<b>Construction Budget</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Alternates</b>			
Ineligible Work Included in the Base Project	\$0	\$0	\$0
Alternates Included in the Total Project Budget	\$0	\$0	\$0
Alternates Excluded from the Total Project Budget	\$0	\$0	\$0
<b>Subtotal to be included in Total Project Budget</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Miscellaneous Project Costs</b>			
Utility Company Fees	\$0	\$0	\$0
Trailer Services	\$0	\$0	\$0
Swing Space / Modules	\$0	\$0	\$0
Other Project Costs (Mailing & Moving)	\$0	\$0	\$0
<b>Misc. Project Costs Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Furniture and Equipment</b>			
Furniture, Fixtures and Equipment	\$0	\$0	\$0
Technology	\$0	\$0	\$0
<b>FF&amp;E Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Soft Costs that exceed 20% of Construction Cost	\$0	\$0	\$0
<b>Project Budget</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>Board Authorization</b>	0.00 Reimbursement Rate Before Incentive Points
Design Enrollment	0
Total Building Gross Floor Area (GSF)	0.00 Total Incentive Points
-----	0.00% MSBA Reimbursement Rate
Total Project Budget (excluding Contingencies)	\$0
Scope Items Excluded or Otherwise Ineligible	\$0
Third Party Funding (Ineligible)	\$0
Estimated Basis of Maximum Total Facilities Grant <sup>1</sup>	\$0
Reimbursement Rate	0.00%
Est. Max. Total Facilities Grant (before recovery) <sup>1</sup>	\$0
Cost Recovery <sup>2</sup>	\$0
Estimated Maximum Total Facilities Grant <sup>1</sup>	\$0
Construction Contingency <sup>3</sup>	\$0
Ineligible Construction Contingency <sup>3</sup>	\$0
"Potentially Eligible" Construction Contingency <sup>3</sup>	\$0
Owner's Contingency <sup>3</sup>	\$0
Ineligible Owner's Contingency <sup>3</sup>	\$0
"Potentially Eligible" Owner's Contingency <sup>3</sup>	\$0
Total Potentially Eligible Contingency <sup>3</sup>	\$0
Reimbursement Rate	0.00%
Potential Additional Contingency Grant Funds <sup>1</sup>	\$0
Maximum Total Facilities Grant	\$0
Total Project Budget	\$0

NOTES

This template was prepared by the MSBA as a tool to assist Districts and consultants in understanding MSBA policies and practices regarding potential impact on the MSBA's calculation of a potential Basis of Total Facilities Grant and potential Total Maximum Facilities Grant. This template does not contain a final, exhaustive list of all evaluations which the MSBA may use in determining whether items are eligible for reimbursement by the MSBA. The MSBA will perform an independent analysis based on a review of information and estimates provided by the District for the proposed school project that may or may not agree with the estimates generated by this template.

1. Does not include any potentially eligible contingency funds and is subject to review and audit by the MSBA.

2. The proposed demolition of the \_\_\_\_\_ School is expected to result in the MSBA recovering a portion of state funds previously paid to the District for the \_\_\_\_\_ project at the existing facilities completed in \_\_\_\_\_. The MSBA will perform an independent analysis based on a review of information and estimates provided by the District for the proposed school project that may or may not agree with the estimated cost recovery generated by the District and its consultants using this template.

3. Pursuant to Section 3.20 of the Project Funding Agreement and the applicable policies and guidelines of the Authority, any project costs associated with the reallocation or transfer of funds from either the Owner's contingency or the Construction contingency to other budget line items shall be subject to review by the Authority to determine whether any such costs are eligible for reimbursement by the Authority. All costs are subject to review and audit by the MSBA.

Rev. 6 August 2017

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## Total Project Budget

Insert City/Town  
Insert School Name

School Building Committee Reviewed on:

Insert Date of SBC  
Review Date

Total Project Budget: All costs associated with the project are subject to 963 CMR 2.16(5)	Estimated Budget	Scope Items Excluded from the Estimated Basis of Maximum Facilities Grant or Otherwise Ineligible	Estimated Basis of Maximum Total Facilities Grant <sup>1</sup>	Estimated Maximum Total Facilities Grant <sup>1</sup>
<b>Feasibility Study Agreement</b>				
OPM Feasibility Study	\$0	\$0	\$0	
A&E Feasibility Study	\$0	\$0	\$0	
Environmental & Site	\$0	\$0	\$0	
Other	\$0	\$0	\$0	
<b>Feasibility Study Agreement Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Administration</b>				
Legal Fees	\$0	\$0	\$0	\$0
Owner's Project Manager				
Design Development	\$0	\$0	\$0	
Construction Contract Documents	\$0	\$0	\$0	
Bidding	\$0	\$0	\$0	
Construction Contract Administration	\$0	\$0	\$0	
Closeout	\$0	\$0	\$0	
Extra Services	\$0	\$0	\$0	
Reimbursable & Other Services	\$0	\$0	\$0	
Cost Estimates	\$0	\$0	\$0	
Advertising	\$0	\$0	\$0	
Permitting	\$0	\$0	\$0	
Owner's Insurance	\$0	\$0	\$0	
Other Administrative Costs	\$0	\$0	\$0	
<b>Administration Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Architecture and Engineering</b>				
<b>Basic Services</b>				
Design Development	\$0	\$0	\$0	
Construction Contract Documents	\$0	\$0	\$0	
Bidding	\$0	\$0	\$0	
Construction Contract Administration	\$0	\$0	\$0	
Closeout	\$0	\$0	\$0	
Other Basic Services	\$0	\$0	\$0	
<b>Basic Services Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
Reimbursable Services				
Construction Testing	\$0	\$0	\$0	
Printing (over minimum)	\$0	\$0	\$0	
Other Reimbursable Costs	\$0	\$0	\$0	
Hazardous Materials	\$0	\$0	\$0	
Geotech & Geo-Env.	\$0	\$0	\$0	
Site Survey	\$0	\$0	\$0	
Wetlands	\$0	\$0	\$0	
Traffic Studies	\$0	\$0	\$0	
<b>Architectural/Engineering Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



<b>CM &amp; Risk Preconstruction Services</b>				
Pre-Construction Services	\$0	\$0	\$0	\$0
Site Acquisition				
Land / Building Purchase	\$0	\$0	\$0	
Appraisal Fees	\$0	\$0	\$0	
Recording fees	\$0	\$0	\$0	
<b>Site Acquisition Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Construction Costs				
<b>SUBSTRUCTURE</b>				
Foundations	\$0	\$0		
Basement Construction	\$0	\$0		
<b>SHELL</b>				
SuperStructure	\$0	\$0		
Exterior Closure	\$0	\$0		
Exterior Walls	\$0	\$0		
Exterior Windows	\$0	\$0		
Exterior Doors	\$0	\$0		
Roofing	\$0	\$0		
<b>INTERIORS</b>				
Interior Construction	\$0	\$0		
Staircases	\$0	\$0		
Interior Finishes	\$0	\$0		
<b>SERVICES</b>				
Conveying Systems	\$0	\$0		
Plumbing	\$0	\$0		
HVAC	\$0	\$0		
Fire Protection	\$0	\$0		
Electrical	\$0	\$0		
<b>EQUIPMENT &amp; FURNISHINGS</b>				
Equipment	\$0	\$0		
Furnishings	\$0	\$0		
<b>SPECIAL CONSTRUCTION &amp; DEMOLITION</b>				
Special Construction	\$0	\$0		
Existing Building Demolition	\$0	\$0		
In-Bldg. Hazardous Material Abatement	\$0	\$0		
Asbestos Cont'g Floor Mat'l Abatement	\$0	\$0		
Other Hazardous Material Abatement	\$0	\$0		
<b>BUILDING SITEWORK</b>				
Site Preparation	\$0	\$0		

## Total Project Budget

Insert City/Town  
Insert School Name

School Building Committee Reviewed on:

Insert Date of SBC  
Review Date

Total Project Budget: All costs associated with the project are subject to 963 CMR 2.16(5)	Estimated Budget	Scope Items Excluded from the Estimated Basis of Maximum Facilities Grant or Otherwise Ineligible	Estimated Basis of Maximum Total Facilities Grant <sup>1</sup>	Estimated Maximum Total Facilities Grant <sup>1</sup>
Site Improvements	\$0	\$0		
Site Civil / Mechanical Utilities	\$0	\$0		
Site Electrical Utilities	\$0	\$0		
Other Site Construction	\$0	\$0		
Scope Excluded Site Cost		\$0		
<b>Construction Trades Subtotal</b>	<b>\$0</b>	<b>\$0</b>		
Contingencies (Design and Pricing)	\$0	\$0		
D/B/B Sub-Contractor Bonds	\$0	\$0		
D/B/B Insurance	\$0	\$0		
D/B/B General Conditions	\$0	\$0		
D/B/B Overhead & Profit	\$0	\$0		
GMP Insurance	\$0	\$0		
GMP Fee	\$0	\$0		
GMP Contingency	\$0	\$0		
Escalation to Mid-Point of Construction	\$0	\$0		
Overall Excluded Construction Cost		\$0		
<b>Construction Budget</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Alternates</b>				
Ineligible Work Included in the Base Project	\$0	\$0	\$0	
Alternates Included in the Total Project Budget	\$0	\$0	\$0	
Alternates Excluded from the Total Project Budget	\$0		\$0	
<b>Subtotal to be Included in Total Project Budget</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Miscellaneous Project Costs				
Utility Company Fees	\$0	\$0	\$0	
Testing Services	\$0	\$0	\$0	
Swing Space / Modulators	\$0	\$0	\$0	
Other Project Costs (Mailing & Moving)	\$0	\$0	\$0	
<b>Misc. Project Costs Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Furnishings and Equipment				
Furniture, Fixtures and Equipment	\$0	\$0	\$0	
Technology	\$0	\$0	\$0	
<b>FF&amp;E Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Soft Costs that exceed 20% of Construction Cost		\$0		
<b>Project Budget</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0</b>

<b>Board Authorization</b>		0.00 Reimbursement Rate Before Incentive Points
Design Enrollment	0	0.00 Total Incentive Points
Total Building Gross Floor Area (GSF)	0	0.00% MSBA Reimbursement Rate
Total Project Budget (excluding Contingencies)	\$0	<b>NOTES</b> This template was prepared by the MSBA as a tool to assist Districts and consultants in understanding MSBA policies and practices regarding potential impact on the MSBA's calculation of a potential Basis of Total Facilities Grant and potential Total Maximum Facilities Grant. This template does not contain a final, exhaustive list of all evaluations which the MSBA may use in determining whether items are eligible for reimbursement by the MSBA. The MSBA will perform an independent analysis based on a review of information and estimates provided by the District for the proposed school project that may or may not agree with the estimates generated by the District using this template.  1. Does not include any potentially eligible contingency funds and is subject to review and audit by the MSBA.  2. The proposed demolition of the _____ School is expected to result in the MSBA recovering a portion of state funds previously paid to the District for the _____ project at the existing facilities completed in _____. The MSBA will perform an independent analysis based on a review of information and estimates provided by the District for the proposed school project that may or may not agree with the estimated cost recovery generated by the District and its consultants using this template.  3. Pursuant to Section 3.20 of the Project Funding Agreement and the applicable policies and guidelines of the Authority, any project costs associated with the reallocation or transfer of funds from either the Owner's contingency or the Construction contingency to other budget line items shall be subject to review by the Authority to determine whether any such costs are eligible for reimbursement by the Authority. All costs are subject to review and audit by the MSBA.
Scope Items Excluded or Otherwise Ineligible	\$0	
Third Party Funding (Ineligible)	\$0	
Estimated Basis of Maximum Total Facilities Grant <sup>1</sup>	\$0	
Reimbursement Rate	0.00%	
Est. Max. Total Facilities Grant (before recovery) <sup>1</sup>	\$0	
Cost Recovery <sup>2</sup>	\$0	
Estimated Maximum Total Facilities Grant <sup>1</sup>	\$0	
Construction Contingency <sup>3</sup>	\$0	
Ineligible Construction Contingency <sup>3</sup>	\$0	
*Potentially Eligible* Construction Contingency <sup>3</sup>	\$0	
Owner's Contingency <sup>3</sup>	\$0	
Ineligible Owner's Contingency <sup>3</sup>	\$0	
*Potentially Eligible* Owner's Contingency <sup>3</sup>	\$0	
Total Potentially Eligible Contingency <sup>3</sup>	\$0	
Reimbursement Rate	0.00%	
Potential Additional Contingency Grant Funds <sup>3</sup>	\$0	
Maximum Total Facilities Grant	\$0	
Total Project Budget	\$0	

## Agenda Item # 12

Next full Building Committee  
Meeting

# Agenda Item # 13

New business

Agenda Item # 14

End Meeting