MSBA Guidance for Central Administration, Field House, and Natatorium Components

The following information aims to guide districts in scenarios where Central Administration Spaces, Field Houses, and/or Natatoriums are being considered by the district for inclusion in Core Program projects (renovations, additions, and/or new construction).

*Please note that the images in Figures 1-5 are not scaled, do not represent all potential scenarios, and are provided for context only.

Central Administration Spaces – The Massachusetts School Building Authority ("MSBA") may consider a district's proposal to include Central Administration Spaces within a MSBA-funded Core Program project, provided the following conditions are achieved by a district:

- District must demonstrate the advantages and disadvantages of including such spaces in a potential project, including the impact to the educational program and the overall estimated impact to the total project budget.
- District must acknowledge that square footage and other potential costs associated with such spaces will be considered ineligible for reimbursement.
- District must demonstrate that a building grossing factor for new construction will not exceed 1.50 and such grossing factor will be achieved in schematic design, throughout the development of construction documents, and through construction.
- Refer to **Figure 1** that illustrates this potential scenario.

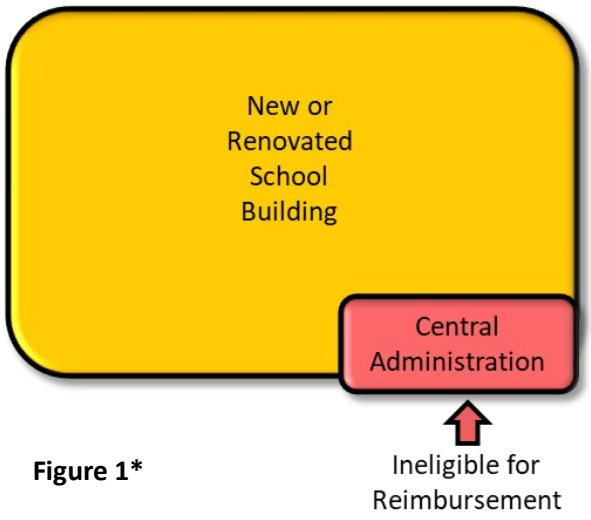


Figure 1*

Field Houses – The MSBA considers the planning, design, and construction of new Field Houses outside the scope of work for MSBA-funded Core Program projects. A Field House is a secondary gymnasium space either attached to or detached from the main educational building. It is in addition to the primary gymnasium space supporting the educational program.

1. For a district considering the construction of a new Field House to be located on the same site as an MSBA-funded Core Program project, where the existing school did not include a Field House, the MSBA notes the following:
    - Consultant and contractor services for a district-funded Field House must be procured separately from an MSBA-funded Core Program project, with contracts separate from the MSBA-funded project, at the sole expense of the district. Furthermore, bundling of projects for the purpose of local appropriation votes is prohibited.
    - A district must demonstrate that the MSBA-funded Core Program project takes priority over the Field House construction in the placement of the Field House on the site and in the sequence of construction phasing. This must be demonstrated in the project schedule at the time of schematic design, throughout the development of construction documents, and through construction.
    - The scope and estimated cost of a Field House shall not be included in the total project budget. However, the proposed scope shall be referenced in the feasibility study, schematic design, design development, and construction/bid documents only to the extent that the potential location of such Field House structures and the construction schedule of the Field House impact the proposed MSBA-funded Core Program project.
    - A new Field House shall be physically detached from an MSBA-funded Core Program project.
    - District must plan and demonstrate separate central plant and building utility connections for a new Field House.
    - In a district's final evaluation of options included in a Preferred Schematic Report, at least one of a district's options, for both new construction and addition/renovation scenarios, must not include a Field House component.
    - Refer to **Figure 2** that illustrates this potential scenario.

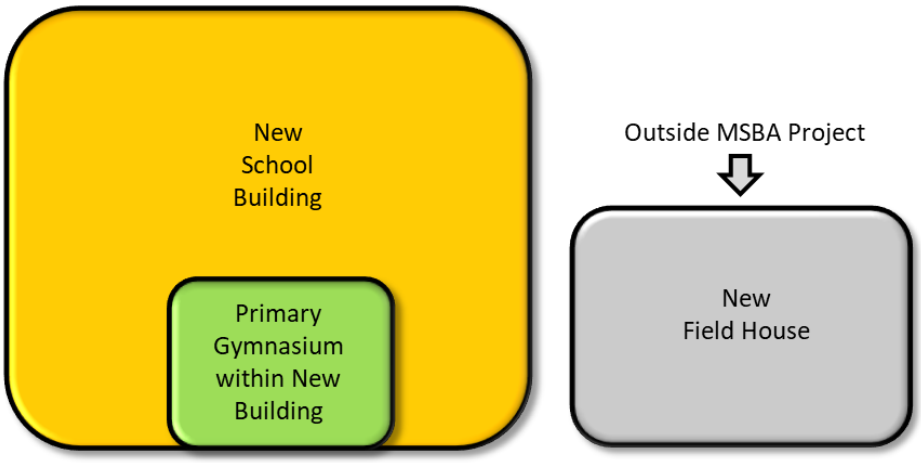


Figure 2*

2. For a district considering maintaining and/or renovating an existing Field House, a district may do so as part of an MSBA-funded Core Program project. However, the MSBA notes the following:
    - All costs associated with the planning, design, and construction of such scope will be considered ineligible for reimbursement.
    - District must demonstrate the advantages and disadvantages of retaining such structures, including detailing existing conditions, describing the value associated with the educational program, and analyzing the impact on site development for various school building options.
    - The scope and estimated costs for renovations and maintenance of such structures must be independently outlined in the feasibility, schematic design, design development, and construction documents.
    - If the existing "Field House" is or becomes the primary gymnasium space supporting the educational program, the MSBA's participation in the square footage, OPM fees, Designer fees, and other costs associated with the renovations of such spaces may be considered eligible for reimbursement, subject to the MSBA's gymnasium space policy. (See Space Summary Guidelines for Auditoriums and Gymnasiums)
    - If the existing Field House is not the primary gymnasium space supporting the educational program, then the square footage, OPM fees, Designer fees, and other costs associated with the renovations of such spaces will be considered ineligible for reimbursement.
    - If the District's preferred solution includes the proposed replacement of an existing Field House with a new Field House, then the policies stated in reference item 1 regarding the planning, design, and construction of a new Field House will apply.
    - Refer to **Figure 3** that illustrates this potential scenario.

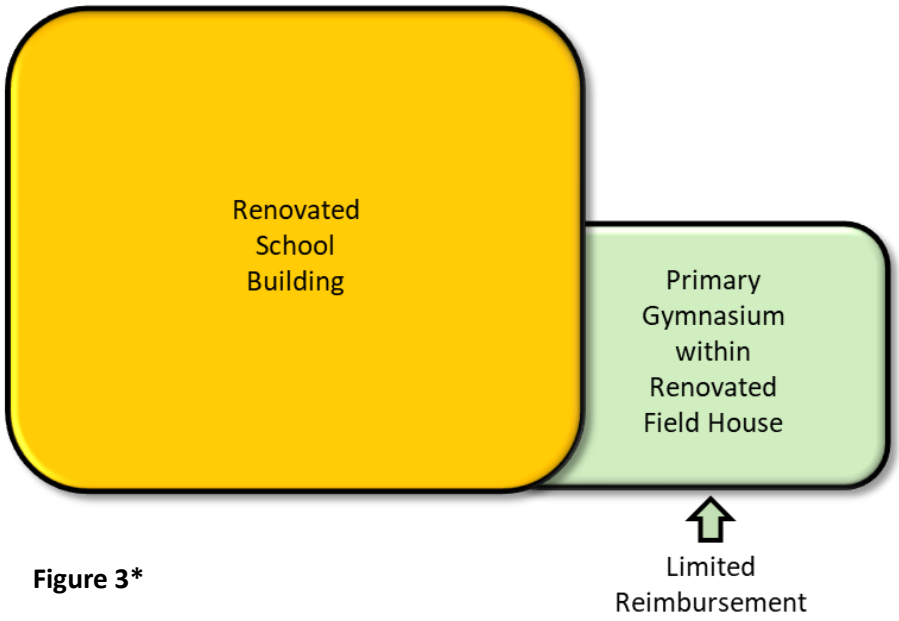


Figure 3*

Natatoriums (Swimming Pool Facilities) – The MSBA considers the planning, design, and construction of new Natatoriums to be outside of the scope of work for MSBA-funded Core Program projects.

1. For a district considering the construction of a new Natatorium to be located on the same site as an MSBA-funded Core Program project where the existing school did not include a Natatorium, MSBA notes the following:
    - Consultant and contractor services must be procured separately from an MSBA-funded Core Program project, with contracts separate from the MSBA-funded project, at the sole expense of the district. Furthermore, bundling of projects for the purpose of local appropriation votes is prohibited.
    - District must demonstrate that the MSBA-funded Core Program project takes priority over the Natatorium construction in the placement of the Natatorium on the site and in the sequence of construction phasing. This must be demonstrated in the project schedule at the time of schematic design, throughout the development of construction documents, and through construction.
    - The scope and estimated cost of a Natatorium shall not be included in the total project budget. However, the proposed scope shall be referenced in the feasibility study, schematic design, design development, and construction/bid documents only to the extent that the potential location of such Natatorium structures and the construction schedule of the Natatorium impact the proposed MSBA-funded Core Program project.
    - A new Natatorium shall be physically detached from an MSBA-funded Core Program project.
    - District must plan and demonstrate separate central plant and building utility connections for a new Natatorium.
    - In a district's final evaluation of options included in a Preferred Schematic Report, at least one of the district's options, for both new construction and addition/renovation scenarios, must not include a Natatorium component.
    - Refer to **Figure 4** that illustrates this potential scenario.

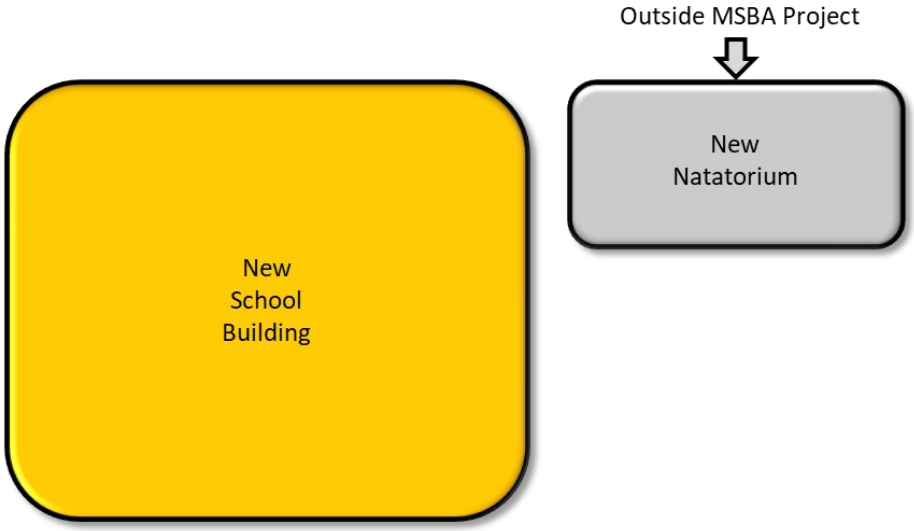


Figure 4*

2. For a district considering maintaining and/or renovating an existing Natatorium, a district may do so as part of MSBA-funded Core Program project. However, the MSBA notes the following:
    - All costs associated with the planning, design, and construction of such scope will be considered ineligible for reimbursement.
    - District must demonstrate the advantages and disadvantages of retaining or replacing such structures, including detailing existing conditions, describing the value associated with the educational program, and analyzing the impact on site development for various school building options.
    - The scope and estimated costs for renovations and maintenance of such structures must be independently outlined in the feasibility, schematic design, design development, and construction documents.
    - The square footage, OPM fees, Designer fees, and other costs associated with such Natatorium spaces will be considered ineligible for reimbursement.
    - If the District's preferred solution includes the proposed replacement of an existing Natatorium with a new Natatorium, then the policies stated in reference item 1 regarding the planning, design, and construction of a new Natatorium will apply.
    - Refer to **Figure 5** that illustrates this potential scenario.

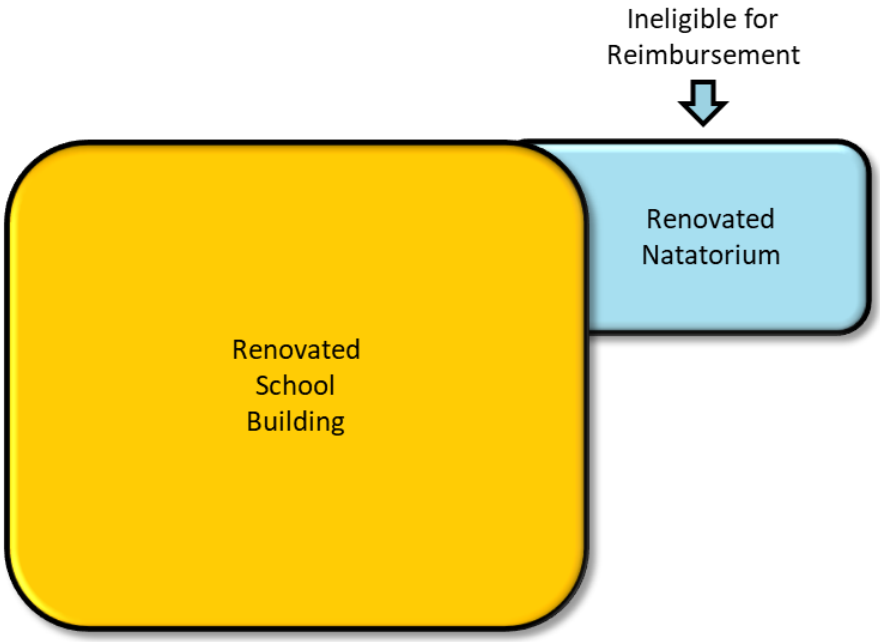


Figure 5*

End