MEMORANDUM

TO: Board of Directors, Massachusetts School Building Authority
Massachusetts School Building Authority
FROM: James A. MacDonald, First Deputy Treasurer, Interim Chief Executive Officer
John K. McCarthy, Executive Director, Deputy Chief Executive Officer
DATE: May 3, 2017
RE: Recommendation for 2017 Accelerated Repair Program Invitations

Recommendation

That the Executive Director be authorized to invite each of the schools listed in Exhibit A, attached hereto, into the Accelerated Repair Program (the "ARP") to collaborate with the Massachusetts School Building Authority (the "MSBA") to conduct a Feasibility Study, as described in 963 CMR 2.00 et seq. The purpose of each Feasibility Study shall be to better understand the problems identified by the district in the Statement of Interest submitted to the MSBA and explore options to repair said problems.

That the Executive Director be authorized to do all acts, to execute and deliver any and all documents and agreements, and to expend all funds necessary or desirable, in connection with conducting said Feasibility Study for each of the schools listed in Exhibit A.

Discussion

Following the receipt of 73 Statements of Interest (the "SOIs") filed in 2017 for the Accelerated Repair Program (the "ARP"), the Massachusetts School Building Authority (the "MSBA") performed a review of the information provided by the districts based upon the non-qualifying conditions noted below and for conformance with the ARP program. The initial review resulted in 69 of the 73 schools qualifying for the ARP program.

Non-Qualifying Accelerated Repair Program Conditions*

Roof Age	**System is less than 20 years of age**
Window Age	**System is less than 20 years of age**
Boiler Age	**System is less than 20 years of age**
Proposed Project Cost	**Proposed total project cost is projected as less than $250,000**
Outside Scope	**District included scope beyond roof, windows, and/or boilers**
Excess Boiler Scope	**SOI itself identifies boiler construction, excluding heating fuel storage and/or delivery, beyond the physical limits of the existing boiler room(s)**
Future Project	**District plans a future construction project for MSBA participation going beyond roofs, windows, and boilers for the school**
Overcrowding	**District self-identified overcrowding**
Building Usage	**District identified spaces in the building used for non-educational purposes**
School SOI History	Facility condition not identified in SOI remains unresolved from previous MSBA review
District-Wide Review	District is reviewing deficiencies to further identify its needs and priorities and/or consider the facility for potential consolidation

* The conditions in bold were described in the 2017 Statement of Interest ("SOI") for Accelerated Repair Program overview.

Consistent with the communication provided annually regarding the SOI process, the number of invitations that the Board is allowed to authorize each year varies and the MSBA may need to limit the number of invitations due to its annual statutory budget cap. Following the first year of the ARP program in 2012, the MSBA has invited approximately 45 to 50 schools annually. Compared to the number of qualifying SOIs that received site visits in previous years, the 69 qualifying schools for 2017 represent a significant increase. Furthermore, compared to previously invited schools, a higher percentage of the 69 SOIs include more than one system for replacement.

Given the budget impact from the number of SOIs filed for the ARP program in 2017, at the April 12, 2017 Facilities Assessment Subcommittee Meeting, MSBA staff recommended limiting the number of ARP invitations this year. As referenced in the Statement of Interest Process Overview, if limiting the number of invitations, the MSBA should consider among other factors, the degree of the disrepair of the systems to be replaced and the frequency with which issues associated with the disrepair arise. For 2017, MSBA staff recommended that both factors be evaluated relative to the age of a system and therefore only systems of 30 years or more be considered for invitation.

For the 2017 ARP program, MSBA staff's recommendation to invite systems of 30 years or more results in the consideration of 36 of the 69 schools for which SOIs were received. Of the 36 schools, the MSBA conducted site visits at 19 of these schools from March 21, 2017 to March 30, 2017. Upon collecting and reviewing additional information during and after the site visits, MSBA staff recommends the 19 schools for invitation to the 2017 ARP program at the May 12, 2017 Board of Directors Meeting. An additional round of site visits for the remaining 17 of 36 schools will be completed in advance of the June 7, 2017 Facilities Assessment Committee meeting in preparation for recommendations for invitation to the 2017 ARP program at the June 28, 2017 Board of Directors Meeting. Staff presented this information at the April 12, 2017 Facilities Assessment Subcommittee Meeting.

Attached to this memorandum are four exhibits:

- Exhibit 1 identifies the schools recommended for invitation at the May 12, 2017 Board of Directors Meeting as well as the recommended project scope.
- Exhibit 2 identifies the schools recommended for further consideration at the June 28, 2017 Board of Directors Meeting.
- Exhibit 3 identifies the schools not recommended for invitation as well as the reason(s).
- Exhibit 4 is the Statement of Interest for Accelerated Repair Program information as referenced in the Statement of Interest Process Overview.

Exhibit A

Recommendation for Invitation to the 2017 Accelerated Repair Program at the May 10, 2017 Board of Directors Meeting

District	School	Age of Existing Building	Grade	2016/2017 Enrollment	Existing Square Footage	Scope Requested by District	Invited Scope Recommendation	Declined Scope Recommendation	Reasons for Declined Invitation
Blackstone-Millville	John F Kennedy Elem	1965, 1998	K-2	292	67,946	Windows / Doors, Boiler	Partial Windows / Doors, Boiler		
Fall River	James Tansey	1951	K-5	293	26,689	Windows / Doors, Boiler	Windows / Doors, Partial Boiler		
Fall River	Samuel Watson	1905, 1923	K-5	304	45,332	Roof, Windows / Doors, Boiler	Roof, Windows / Doors, Partial Boiler		
Grafton	North St Elementary School	1969, 1997	2-6	597	97,700	Windows / Doors	Windows / Doors		
Lawrence	Arlington Elementary School	1985	3-8	1,158	154,000	Roof, Boiler	Roof, Boiler		
Lawrence	School for Exceptional Studies	1899, 1921, 1985	1-12	697	280,000	Roof	Roof		
Lynn	Hood	1961	K-5	475	46,240	Roof, Windows / Doors	Roof, Windows / Doors		
Mansfield	Mansfield High	1968, 1998	9-12	1,315	206,731	Windows / Doors	Partial Windows / Doors		
New Bedford	Elizabeth Carter Brooks	1972, 1989	PK-5	289	70,550	Windows / Doors, Boiler	Windows / Doors, Partial Boiler		
Norton	Henri A. Yelle	1951, 1954	4-5	373	82,824	Windows / Doors	Windows / Doors		
Norton	J C Solmonese	1978	K-3	401	83,579	Windows / Doors	Windows / Doors		
Norton	L G Nourse Elementary	1960, 1964	PK-3	368	44,372	Windows / Doors	Windows / Doors		
Quincy	North Quincy High	1926, 1931, 1936, 1978	9-12	1,168	305,000	Roof	Partial Roof		
Randolph	Margaret L Donovan	1962	K-5	434	69,840	Roof, Windows / Doors, Boiler	Windows / Doors, Boiler	Roof (Roof Age < 30)	
Randolph	Martin E Young Elem	1967	K-5	320	51,348	Windows / Doors	Windows / Doors		
Seekonk	Mildred Aitken School	1956, 1996	PK-5	415	55,400	Roof, Windows / Doors, Boiler	Partial Windows / Doors	Roof (Roof Age < 30), Boiler (Boiler Age < 30)	

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Westford	Abbot Elem	1955	3-5	356	56,816	Roof	Partial Roof		
Weymouth	Thomas W. Hamilton Primary School	1970	K-4	345	49,980	Boiler	Boiler		
Weymouth	Wessagusset	1970	K-4	294	44,780	Boiler	Boiler		

Exhibit B

Pending Recommendation for Invitation to the 2017 Accelerated Repair Program at the June 28, 2017 Board of Directors Meeting

District	School	Age of Existing Building	Grade	2016/2017 Enrollment	Existing Square Footage	Scope Requested by District	Invited Scope Recommendation	Declined Scope Recommendation	Reasons for Declined Invitation
Athol-Royalston	Athol High	1957	9-12	358	97,500	Roof, Windows / Doors, Boiler	Roof, Windows / Doors, Boiler		
Boston	Charles Sumner	1931	PK-5	558	49,105	Boiler	Boiler		
Boston	East Boston High	1926	9-12	1,496	212,505	Boiler	Boiler		
Boston	Hugh Roe O'Donnell	1926	PK-5	272	24,648	Boiler	Boiler		
Boston	James P Timilty Middle	1937	5-8	371	83,120	Boiler	Boiler		
Boston	John Marshall	1972	K-5	759	141,091	Windows / Doors	Windows / Doors		
Boston	Maurice J Tobin	1959	PK-8	465	64,091	Boiler	Boiler		
Boston	William E Russell	1903	PK-5	385	53,585	Roof	Roof		
East Bridgewater	Central	1951, 1962	PK-2	561	96,000	Boiler	Boiler		
East Longmeadow	Meadow Brook	1969	PK-2	563	74,300	Roof, Windows / Doors	Roof, Windows / Doors		
Holyoke	Kelly Elem	1975	K-8	544	86,302	Windows / Doors, Boiler	Partial Windows / Doors, Boiler		
Holyoke	Lt Clayre Sullivan Elem	1960, 1969, 1989	K-8	559	111,200	Roof, Windows / Doors	Windows / Doors	Roof (Roof Age < 30)	
Holyoke	Morgan Elem	1963, 1990	PK-8	413	62,397	Windows / Doors	Partial Windows / Doors		
Springfield	South End Middle School	1947	6-8	246	41,250	Windows / Doors	Windows / Doors		
Worcester	Elm Park Community	1971	PK-6	499	66,651	Windows / Doors	Windows / Doors		
Worcester	Lincoln Street	1929	PK-6	285	25,766	Roof, Windows / Doors, Boiler	Partial Roof, Windows / Doors	Boiler (Boiler Age < 30)	

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Pending Recommendation for Invitation to the 2017 Accelerated Repair Program at the June 28, 2017 Board of Directors Meeting

District	School	Age of Existing Building	Grade	2016/2017 Enrollment	Existing Square Footage	Scope Requested by District	Invited Scope Recommendation	Declined Scope Recommendation	Reasons for Declined Invitation
Worcester	Thorndyke Road	1927, 1955	K-6	376	43,425	Windows / Doors	Partial Windows / Doors		

Exhibit C

Not Recommended for Invitation to the 2017 Accelerated Repair Program

District	School	Age of Existing Building	Grade	2016/2017 Enrollment	Existing Square Footage	Scope Requested by District	Invited Scope Recommendation	Declined Scope Recommendation	Reasons for Declined Invitation
Attleboro	Cyril K. Brennan Middle School	1997	5-8	552	106,000	Roof		Roof	Roof Age < 30
Attleboro	Wamsutta Middle School	1997	5-8	579	106,000	Roof		Roof	Roof Age < 30
Blackstone-Millville	A F Maloney	1988	3-5	292	34,881	Windows / Doors		Windows / Doors	Window Age < 30
Blackstone-Millville	Millville Elem	1992	Pk-5	283	70,386	Windows / Doors, Boiler		Windows / Doors, Boiler	Window Age < 30, Boiler Age < 30
Boston	Curley K-8 School	1970	K-8	948	122,183	Roof		Roof	Roof Age < 30
Boston	James J Chittick	1931	PK-5	296	48,697	Windows / Doors		Windows / Doors	Window Age < 30
Boston	Joyce Kilmer	1935	PK-8	435	25,068	Windows / Doors		Windows / Doors	Window Age < 30
Boston	Oliver Hazard Perry	1903	PK-8	222	38,774	Windows / Doors		Windows / Doors	Window Age < 30
Bourne	Bourne High	1961, 1991	9-12	436	150,000	Roof		Roof	Roof Age < 30
Fitchburg	Arthur M Longsjo Middle School	1937, 1990	5-8	559	170,000	Roof, Windows / Doors, Boiler		Roof, Windows / Doors, Boiler	School SOI History, Boiler Age <30
Fitchburg	Goodrich Kindergarten	1891	9-12	172	14,400	Roof		Roof	School SOI History, Outside Scope, Roof Age <30
Fitchburg	South Street Elementary	West - 1937 North 1958 South - 1963	PK-4	677	202,600	Roof, Boiler		Roof, Boiler	School SOI History, Outside Scope, Boiler Age <30
Gill-Montague	Gill Elem	1955, 1985	K-6	117	18,320	Roof		Roof	Roof Age < 30
Granby	Granby Jr Sr High Sch	1960	7-12	381	86,803	Roof, Windows / Doors, Boiler		Roof, Windows / Doors, Boiler	School SOI History, Outside Scope, Roof Age <30
Holyoke	Maurice A Donahue Elem	1956	PK-8	459	34,720	Roof		Roof	Roof Age < 30
Lenox	Morris	1960, 1996	PK-6	310	58,500	Roof		Roof	Roof Age < 30

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Not Recommended for Invitation to the 2017 Accelerated Repair Program

District	School	Age of Existing Building	Grade	2016/2017 Enrollment	Existing Square Footage	Scope Requested by District	Invited Scope Recommendation	Declined Scope Recommendation	Reasons for Declined Invitation
Lynn	Capt William G Shoemaker	1949, 1991	PK-5	312	52,292	Roof		Roof	Roof Age < 30
Maynard	Green Meadow	1955, 1974, 1988	PK-3	502	85,000	Roof		Roof	Roof Age < 30
Middleborough	John T. Nichols Middle	1999	6-8	774	150,228	Boiler		Boiler	Boiler Age < 30
Newburyport	Newburyport High	1937, 1999, 2002	9-12	779	215,000	Roof		Roof	Roof Age < 30
Norfolk	H Olive Day	1992, 1999	PK-2	442	81,560	Roof		Roof	Roof Age < 30
Oak Bluffs	Oak Bluffs Elementary	1995	PK-8	437	95,000	Roof		Roof	Roof Age < 30
Quabbin	New Braintree Grade	1997	PK-1	108	27,750	Roof		Roof	Roof Age < 30
Quincy	Francis W Parker	1916, 1995	K-5	323	51,092	Boiler		Boiler	Boiler Age < 30
Seekonk	Dr. Kevin M. Hurley Middle School	1956, 1997	6-8	519	98,000	Roof		Roof	Roof Age < 30
Springfield	Arthur T Talmadge	1954	K-5	270	37,055	Windows / Doors		Windows / Doors	School SOI History
Springfield	Gerena	1973	PK-5	731	228,921	Boiler		Boiler	District-Wide Review
Springfield	High School Of Commerce	1915	9-12	1250	266,952	Roof		Roof	Roof Age < 30
Springfield	Milton Bradley School	1960	PK-5	576	113,026	Roof		Roof	Roof Age < 30
Springfield	Samuel Bowles	1920, 1924, 1954, 1964	K-5	333	50,444	Roof		Roof	Roof Age < 30
Springfield	Sumner Avenue	1911	PK-5	576	82,339	Roof		Roof	Roof Age < 30
Tri County	Tri County Reg Voc Tech	1977, 2009	9-12	1023	285,000	Roof, Windows / Doors		Roof, Windows / Doors	School SOI History, Roof Age < 30

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District	School	Age of Existing Building	Grade	2016/2017 Enrollment	Existing Square Footage	Scope Requested by District	Invited Scope Recommendation	Declined Scope Recommendation	Reasons for Declined Invitation
Uxbridge	Earl D Taft	1954, 1989, 1998	PK-2	477	84,300	Boiler		Boiler	Boiler Age < 30
Uxbridge	Whitin Elementary	1968, 1989, 1997	3-5	411	88,719	Roof		Roof	Roof Age < 30
Westfield	Westfield High	1972	9-12	1269	278,000	Roof, Windows / Doors		Roof, Windows / Doors	School SOI History, Roof Age < 30
Winchendon	Murdock Middle/High	1995	6-12	585	210,000	HVAC/ Boiler		HVAC/ Boiler	Boiler Age < 30
Worcester	Rice Square	1914, 1920, 1969	K-6	412	35,631	Windows / Doors		Windows / Doors	Window Age < 30

Statement of Interest ("SOI") for Accelerated Repair Program

Introduction

The Massachusetts School Building Authority's (the "MSBA") grant program is a non-entitlement, competitive program, and its grants are distributed by the MSBA Board of Directors, based on need and urgency, as expressed by the district and validated by the MSBA. The MSBA completes a review of available information regarding all districts that submit a Statement of Interest ("SOI") for the Accelerated Repair Program ("ARP") each year. The MSBA encourages all interested districts to submit an SOI to the MSBA, but the ARP is not appropriate for all potential projects. The ARP is for the partial or full replacement of roofs, windows/doors, and/or boilers.

The following information provides an overview of the SOI process from initial opening of the SOI period each January until the Board of Directors votes to authorize invitations at a subsequent late spring/summer Board meeting.

The SOI Filing Period

The MSBA opens its Statement of Interest system annually for districts to file one or more SOIs for either the Core Program or the ARP. The SOI is the process districts follow to identify the deficiencies and/or programmatic issues that exist in their facilities. Districts should submit one SOI per school for each school that they believe requires a project. An SOI should only be filed for a facility where a district has the ability to fund a project in the next two years. Over the last several years, the SOI system has opened in early January. SOIs are typically due for the ARP in early February and for the Core Program in early April.

Historically, the MSBA has invited approximately 40 to 50 SOIs for the ARP annually. The number of invitations that the Board is allowed to authorize each year varies. Among the factors the MSBA may consider should the MSBA be required to limit the number of invitations due to its annual statutory budget cap are the degree of the disrepair of the systems to be replaced and the frequency with which issues associated with that disrepair arise. As a project would not qualify for the ARP, a district should not file an SOI for the ARP if:

- the roof/boiler/windows/doors are less than twenty years old;
- the proposed project cost is projected as less than $250,000;
- the school is judged by the District to be over-crowded;
- the primary use of the building is for non-educational purposes;
- the SOI itself seeks construction beyond roofs, windows/doors, or boilers;
- the SOI itself seeks boiler construction, excluding heating fuel storage and/or delivery, beyond the physical limits of the existing boiler room(s);
- or the District plans a future construction project for MSBA participation going beyond roofs, windows/doors, and boilers for the school.

If a project does qualify for the ARP, the scope of the project may not be fully reimbursable. Scope that may be required to complete the project but will not be eligible for reimbursement include:

- Building systems in spaces deemed ineligible per MSBA Regulations (swimming pools, hockey rinks, field houses and other such systems)
- Americans with Disabilities Act ("ADA") upgrades necessitated when the estimated cost of the repair project exceeds 30% of the assessed value of the building
- Building systems beyond ARP scope (extended floor or ceiling replacements, fire protection systems and other such systems)
- Installation of canopies and vestibules
- Partial replacement of building systems with less than 20 years of service
- Replacement of underground storage tanks or gas lines up to the boiler room
- Replacement of rooftop heating, ventilation and air conditioning units
- Site work associated with sub-grade roof drainage
- Temporary repairs to building systems

The Funding Cap

The Commonwealth irrevocably dedicated a 1% statewide sales tax, known as the School Modernization Trust fund ('SMART Fund'), to the MSBA's capital program. The sales tax collection informs the amount of the annual funding cap to which the MSBA can obligate funds for projects. The enabling legislation limits increases or decreases annually thereafter by the lesser of four and one half percent (4.5%) of the limit for the prior fiscal year or the percentage increase or decrease of the dedicated sales tax revenue amount over the prior fiscal year.

The SOI Due Diligence Process

The SOI process involves the filing of an electronic and print version of an SOI with the MSBA by the dates established, with MSBA staff readily available to address concerns, questions and issues during the filing period. Once the filing period has closed, MSBA staff commence the due diligence process for all SOIs.

This 4-phase process includes:

1. Review SOI submissions for completeness;
2. Review SOI submissions and accompanying documents for content;
3. Conduct staff study visits, if required; and
4. Recommend SOIs for invitation into the ARP

During this process, the MSBA may seek to obtain additional or clarifying information from districts. As the MSBA reviews the entire cohort of SOIs received, it will determine the appropriate level of due diligence that will be required for each SOI and will notify districts of next steps accordingly.

1. **Review SOI submission for completeness:**

Once the SOI system has closed, MSBA staff review each submission to check that all of the required materials have been received. The MSBA works with districts throughout the filing period to ensure that the SOI is complete.

For all SOI submissions, the district needs to provide:

- A hard copy of the SOI with the required signatures; there are two separate certification locations in each SOI where district officials need to sign;
- A hard copy of the closed schools information with the required signatures;
- Hard copies of the required local vote documentation that is detailed in the SOI; and
- Any supporting materials required to be submitted with the SOI.

Districts are expected to submit the hard copies of the materials and have them post-marked on or before the due date for the ARP submission deadline. The district and the MSBA should discuss in advance of the filing date any extenuating circumstances or requests for exceptions to receipt of the hard copy material.

2. **Review each SOI submission and accompanying documents for content:**

Once an SOI is determined to be complete, MSBA staff review the information and any additional documents submitted by the district. MSBA staff then compiles the data necessary to assess which SOIs filed in that calendar year may qualify for the ARP. Evaluating the qualifying factors relies on many different data sources. MSBA staff use the SOI, the MSBA project management system, the MSBA's 2010 Needs Survey, as well as information from the Department of Elementary and Secondary Education ("DESE") website. There are many factors that can impact the assessment of an SOI, such as overcrowding, building condition, general environment and program deficiencies. As such, it is important to assemble as much data as possible so that staff may gain a thorough understanding of the issues identified in the SOI. An analysis of the qualifying factors produces a group of SOIs for further consideration. This further review may or may not require a staff study visit.

3. **Conduct Staff Study Visits, if required:**

If MSBA staff determine that a staff study visit is needed to complete the due diligence process, MSBA staff will visit the facility identified in the SOI. The staff study visit lasts approximately one hour and is an opportunity for the MSBA to further understand the issues identified in the district's SOI. MSBA staff request that the district have someone familiar with the facilities and systems present for the visit. The district is requested to provide a copy of the SOI floor plans (emergency/evacuation plans are sufficient) ahead of the MSBA's visit.

The staff study visit starts with a meeting to review the SOI and the MSBA process, and then to hear district concerns. The discussion is followed by a tour of the main areas of the school, as well as typical general classrooms and specialty spaces. If the district's SOI includes the replacement of the roof, then access to the roof should be provided to MSBA staff.

Dependent upon the number of staff study visits that are required, this phase can take approximately 4 to 6 weeks, with visits typically scheduled from March through April.

4. **Recommend SOIs for Invitation into the Accelerated Repair Program:**

Once the content review and staff study visits have been completed, MSBA staff once again review the factors, noted above, that can impact the assessment of the SOIs. As stated above, due to the statutory cap, the MSBA may be constrained to limit the number of ARP projects in a given year. Among the factors that MSBA may consider should it be required to limit the number of ARP projects, are the degree of the disrepair of the systems to be replaced and the frequency with which issues associated with the disrepair arise.

MSBA staff then provide their findings to the Chief Executive Officer, Executive Director/Deputy Chief Executive Officer, and the MSBA's Facilities Assessment Subcommittee. Once the recommendations have been accepted, MSBA staff present the recommended SOIs to the Board of Directors for a vote to receive an invitation into the ARP.

Exhibit B

Invitation to Accelerated Repair Program

District	School	Age of Existing Building	Grade Configuration	2016-2017 Enrollment	Existing Square Footage	Invited Scope Recommendation
Blackstone-Millville Regional School District	John F. Kennedy Elementary School	1965, 1998	K-2	292	67,946	Partial Windows/Doors, Boiler
Fall River	James Tansey Elementary School	1951	K-5	293	26,689	Windows/Doors, Partial Boiler
	Samuel Watson Elementary School	1905, 1923	K-5	304	45,332	Roof, Windows/Doors, Partial Boiler
Grafton	North Street Elementary School	1969, 1997	2-6	597	97,700	Windows/Doors
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Lynn	Hood Elementary School	1961	K-5	475	46,240	Roof, Windows/Doors
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