



City of Springfield

Special Meeting

~ Agenda ~

36 Court Street
Springfield, MA 01103
<http://www.springfieldcityhall.com>

Linda Fitzpatrick
413-787-6559

Thursday, June 28, 2012

5:00 PM

Springfield City Hall -- Council Chambers

I. Call to Order

5:00 PM Meeting called to order on June 28, 2012 at Springfield City Hall -- Council Chambers, 36 Court Street, Springfield, MA.

II. Orders

1. Order (ID # 1748)

Bond Order Cm Services Dryden \$952,391

ATTACHMENTS:

- Springfield_Dryden MSBA votes (PDF)

2. Order (ID # 1747)

Bond Order - Schematic Design Brookings \$847,258

ATTACHMENTS:

- Springfield_Brookings PS BAL (PDF)



City of Springfield

SCHEDULED

Meeting: 06/28/12 05:00 PM
Initiator: Jennifer Winkler
Sponsors: Mayor Domenic J. Sarno
DOC ID: 1748

2.1

Bond Order Cm Services Dryden \$952,391 (Mayor Sarno)

A BOND ORDER TO PAY CONSTRUCTION MANAGEMENT SERVICES AND OTHER COSTS ASSOCIATED WITH CONSTRUCTING AN ADDITION TO AND RENOVATING THE MARY DRYDEN VETERANS MEMORIAL SCHOOL

BE IT ORDERED, BY THE CITY COUNCIL OF THE CITY OF SPRINGFIELD
AS FOLLOWS:

That the City appropriates the amount of Nine Hundred Fifty-Two Thousand Three Hundred Ninety-One Dollars (\$952,391) to pay construction management and other costs associated with constructing an addition to and the renovation of the Mary Dryden Veterans Memorial School, located at 190 Surrey Road in Springfield, including the payment of all costs incidental or related thereto (collectively, the "Project"), which proposed renovation and addition would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee. To meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said sum of money, pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City, and that any grant that the District may receive from the MSBA shall not exceed the lesser of (1) eighty percent (80%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA on account of the Project, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement and/or Feasibility Study Agreement that may be executed between the District and the MSBA. The City acknowledges that any amounts received from the Federal Emergency Management Agency, the Massachusetts Emergency Management Agency, or any other third party on account of the Project shall be applied first to reduce MSBA-eligible costs of the Project, and the remaining amount of MSBA-eligible costs of the Project shall be apportioned between the MSBA and the City according to the applicable reimbursement rate applicable to the Project, as determined by the MSBA.

FURTHER ORDERED: That the Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized by this Order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.



Massachusetts School Building Authority

Steven Grossman
Chairman, State Treasurer

John K. McCarthy
Executive Director

June 7, 2012

The Honorable Domenic J. Sarno, Mayor
City of Springfield
Springfield City Hall
36 Court Street
Springfield, MA 01103

Re: Springfield Public Schools, Mary A. Dryden Veterans Memorial School

Dear Mayor Sarno:

I am pleased to report that the Board of the Massachusetts School Building Authority (the "MSBA") voted to approve the Proposed Project for an addition and renovation project at the Mary A. Dryden Veterans Memorial School in the City of Springfield. The Board's approval is subject to a number of conditions, which are set forth in the attached Memorandum, dated May 30, 2012.

The Board approved an estimated maximum Total Facilities Grant of \$7,221,300, which does not include any funds for potentially eligible owner's or construction contingency expenditures. In the event that the MSBA determines that any owner's and/or construction contingency expenditures are eligible for reimbursement, the maximum Total Facilities Grant for the Proposed Project may increase to \$8,287,993. The final grant amount will be determined by the MSBA based on a review and audit of all project costs incurred by the City, in accordance with the MSBA's regulations, policies, and guidelines and the Project Funding Agreement. The final grant amount may be an amount less than \$7,221,300.

Pursuant to the MSBA's regulations, the City has 120 days to acquire and certify local approval for an appropriation and all other necessary local votes or approvals showing acceptance of the cost, site, type, scope, and timeline for the Proposed Project. Upon receipt of the certified votes demonstrating local approval, the MSBA and the City will execute a Project Funding Agreement which will set forth the terms and conditions pursuant to which the City will receive its grant from the MSBA. Once the Project Funding Agreement has been executed by both parties, the City will be eligible to submit requests for reimbursement for Proposed Project costs to the MSBA. The Project Scope and Budget Agreement signed by the City and the MSBA will be the basis for the Project Funding Agreement.

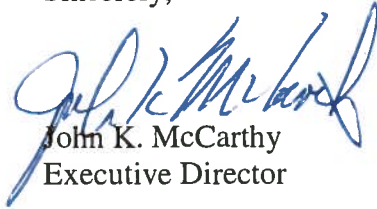
We will be contacting you soon to discuss these next steps in more detail, but in the meantime, I want to share with you the Board's approval of the Proposed Project for an

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Springfield Dryden Letter

addition and renovation project at the Mary A. Dryden Veterans Memorial School in the City of Springfield.

I look forward to continuing to work with you during the MSBA's grant program process. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Sincerely,



John K. McCarthy
Executive Director

cc: Senator Gale Candaras
Senator Cheryl Coakley-Rivera
Senator James Welch
Representative Brian Ashe
Representative Sean Curran
Representative Michael Finn
Representative Thomas Petrolati
Representative Benjamin Swan
Rita Coppola, Director of Capital Asset Construction, City of Springfield
Denise R. Jordan, Chief of Staff, Mayor Sarno's Office
Jose Tosado, President, Springfield City Council
Dr. Alan Ingram, Superintendent, Springfield Public Schools
Tim McKenna, Owner's Project Manager, Arcadis U.S., Inc.
Vladimir Lyubetsky, Designer, Drummey Rosane Anderson, Inc.
File: Letters 10.2 (Region 1)

District: City of Springfield
 School Name: Mary A. Dryden Veterans Memorial School
 Recommended Category: Project Scope and Budget
 Date: May 30, 2012

Recommendation

That the Executive Director be authorized to enter into a Project Scope and Budget Agreement and a Project Funding Agreement with the City of Springfield for an addition and renovation project at the Mary A. Dryden Veterans Memorial School.

District Information	
District Name	City of Springfield
Early Childhood Center	Margaret C. Ells Early Childhood Center (PK-1)
K-12 Facility	Springfield Academy for Excellence (K-12)
Elementary/Middle Schools	12 (PK-5) 18 (K-5) 1 (PK-8)
Middle Schools	7 (6-8)
Middle/High School	The Springfield Renaissance School (6-12)
High Schools	4 (9-12)
School Name	Mary A. Dryden Veterans Memorial School
Type of School	Elementary School
Grades Served	PK-5
Year Opened	1953
Total Square Footage	38,850
Additions	Adjunct building addition in 1954 for PK program and roof replacement in 2009
Acreage of Site	10.06 acres
Building Issues	The building was damaged by a severe weather system in June, 2011, and the City identified deficiencies in the following areas: - Structural integrity - Envelope - Windows - Roof - Accessibility
Original Design Capacity	253
2011-2012 Enrollment	261
Agreed Upon Enrollment	280
Enrollment Specifics	The City and MSBA have mutually agreed upon a design enrollment of 280 students for grades K-5, for a project that will serve grades PK-5.

MSBA Board Votes	
Preferred Schematic Authorization	November 17, 2011

Project Scope & Budget Authorization	On June 6, 2012 Board agenda
Reimbursement Rate Before Incentives	80.00%
Incentive Points	1.91 – Maintenance 1.00 – CM @ Risk (Received IG approval on October 28, 2011) 3.83 – Major reconstruction or renovation/reuse
Total Reimbursement Rate*	80.00%

** By statute, 80% is the maximum reimbursement rate. Here, the City's base reimbursement rate is 80% before applying any incentive points. If the City does not qualify for these incentive points, its reimbursement rate of 80% will not be affected because its base rate is the maximum rate of 80%.*

Consultants	
Owner's Project Manager	Arcadis U.S., Inc.
Designer	Drummey Rosane Anderson, Inc.

Discussion

On June 1, 2011, a tornado struck portions of western Massachusetts, including the City of Springfield, causing damage to two schools within the District: the Elias Brookings Elementary School and the Mary A. Dryden Veterans Memorial Elementary School. At the Dryden Elementary School, the most significant damage was to the classroom wing, which comprises nearly 25% of the total square footage of the building. The roof of the classroom wing was displaced, affecting the structural integrity of this portion of the building. In addition, flying debris damaged the main roof. In conjunction with its consultants, the City conducted an initial study, which indicated that building systems would need to be replaced in both the classroom wing the main portion of the building.

Since June, 2011, the City has been working to establish a budget for each project and has met with Federal Emergency Management Agency (FEMA) and completed FEMA's Project Worksheets to determine what part of each project will be eligible for reimbursement under FEMA guidelines. Although the City has confirmed with FEMA that portions of the work at both the Dryden Elementary School and the Brookings Elementary School will be eligible for reimbursement, FEMA's final funding level and reimbursement will not be available until the projects are complete.

MSBA staff reviewed the documents provided by the City and met with the City and its consultants to discuss scope and budget. The City has provided a Total Project Budget of \$14,397,142, which includes an estimated construction cost of \$10,720,901. The basis of the estimated maximum Total Facilities Grant would be \$9,026,625, which excludes OPM fees in excess of 3.5% of construction costs, ineligible costs associated with abatement of asbestos-containing floor materials, site costs in excess of 8% of total building cost, costs associated with swing space, costs associated with mailing and moving, owner's and construction contingency costs, and third-party funding, including FEMA funds, which are estimated to be \$3,239,357 and subject to adjustment based on the actual amounts received from FEMA and any other third parties.

Project Scope and Budget Agreement		
Design Enrollment: 280	District's Proposed	Basis of Total Facilities
Total Gross Square Feet: 40,900	Total Project Budget	Grant
Total Project Budget	\$14,397,142	
Project Budget*	\$13,063,776	
Estimated third-party funding (FEMA)**	\$3,239,357	
Project Budget, less third-party funding	\$9,824,419	\$9,026,625
Reimbursement Rate		80.00%
Estimated Maximum Total Facilities Grant***		\$7,221,300
Potential additional grant funds for eligible owner's and construction contingency expenditures		\$1,066,669
Maximum Total Facilities Grant****		\$8,287,993

* Project Budget is the Total Project Budget minus owner's and construction contingencies; includes an estimated construction budget of \$10,720,901.

** This amount is an estimate based on information provided by the City and is subject to adjustment based on the final amount of third-party funding received by the City for this project.

*** Does not include any grant funds for potentially eligible owner's or construction contingency expenditures; subject to MSBA review and audit.

**** Includes maximum possible owner's and construction contingency grant funds, the final amount of which, if any, shall be determined by the MSBA in its sole discretion. The MSBA does not anticipate that the City will expend all of its contingency funds on expenses that are eligible for MSBA reimbursement.

Based on the information that the MSBA has received from Springfield, staff recommends that the Executive Director be authorized to enter into a Project Scope and Budget Agreement and a Project Funding Agreement with the City of Springfield for an addition and renovation project at the Mary A. Dryden Veterans Memorial School, subject to the following conditions and limitations:

- The City understands that the MSBA's participation is as the payer of last resort and that the MSBA will not participate in any costs that will be reimbursed by FEMA or any other third party;
- The City of Springfield shall continue to work with FEMA and the Massachusetts Emergency Management Agency ("MEMA") and provide any and all information that FEMA and/or MEMA may require or request, to ensure and maximize FEMA funding and assistance for the proposed project at the Mary A. Dryden Veterans Memorial School;
- The City must receive approval from FEMA for a grant or grants that result in FEMA reimbursing the City for 75% of all FEMA-eligible project costs for the proposed Mary A. Dryden Veterans Memorial School project; and
- Pursuant to the MSBA's regulations, 963 CMR 2.09 (6), the total amount of FEMA funding and any other third-party funding shall be deducted from the total amount of MSBA-eligible project costs, and the remaining amount of eligible project costs shall be

apportioned between the MSBA and City according to the applicable reimbursement rate, as determined by the MSBA.

MSBA staff recommends an estimated maximum Total Facilities Grant of \$7,221,300; however, the City may be eligible for up to an additional \$1,066,669 in grant funds, subject to the MSBA's review and audit of the District's owner's and construction contingency expenditures. Accordingly, staff recommends a maximum Total Facilities Grant of \$8,287,993 for the Project Scope and Budget Agreement and Project Funding Agreement with the City of Springfield for an addition and renovation project at the Mary A. Dryden Veterans Memorial School.



City of Springfield

SCHEDULED

Meeting: 06/28/12 05:00 PM
Initiator: Jennifer Winkler
Sponsors: Mayor Domenic J. Sarno
DOC ID: 1747

2.2

Bond Order - Schematic Design Brookings \$847,258 (Mayor Sarno)

A BOND ORDER TO PAY COSTS OF SCHEMATIC DESIGN WORK ASSOCIATED WITH RECONSTRUCTING THE ELIAS BROOKINGS ELEMENTARY SCHOOL ON A NEW SITE

BE IT ORDERED, BY THE CITY COUNCIL OF THE CITY OF SPRINGFIELD AS FOLLOWS:

That the City appropriates the amount of Eight Hundred Forty-Seven Thousand Two Hundred Fifty-Eight Dollars (\$847,258) for the purpose of paying costs of work to and including the schematic design phase of work associated with reconstructing the Elias Brookings School, currently located at 367 Hancock Street in Springfield, on a new site, including the payment of all costs incidental or related thereto (collectively, the "Project"), the proposed school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the City may be eligible for a school construction grant from the Massachusetts School Building Authority, said amount to be expended under the direction of the School Building Committee. To meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said sum of money, pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City, and that any grant that the District may receive from the MSBA shall not exceed the lesser of (1) eighty percent (80%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA on account of the Project, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement and/or Feasibility Study Agreement that may be executed between the District and the MSBA. The City acknowledges that any amounts received from the Federal Emergency Management Agency, the Massachusetts Emergency Management Agency, or any other third party on account of the Project shall be applied first to reduce MSBA-eligible costs of the Project, and the remaining amount of MSBA-eligible costs of the Project shall be apportioned between the MSBA and the City according to the applicable reimbursement rate applicable to the Project, as determined by the MSBA.

FURTHER ORDERED: That the Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized by this Order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.



Massachusetts School Building Authority

Steven Grossman
Chairman, State Treasurer

John K. McCarthy
Executive Director

June 7, 2012

The Honorable Domenic J. Sarno, Mayor
City of Springfield
Springfield City Hall
36 Court Street
Springfield, MA 01103

Re: Springfield Public Schools, Elias Brookings Elementary School

Dear Mayor Sarno:

I am pleased to report that the Board of the Massachusetts School Building Authority (the "MSBA") voted to approve the City of Springfield (the "City"), as part of its invitation for Feasibility Study, to proceed into schematic design to replace the existing Elias Brookings Elementary School with a new elementary school facility on a site adjacent to the existing site, contingent upon the City securing full control and use of the proposed site. In addition, the Board's approval is subject to the conditions set forth in the attached Memorandum, dated May 30, 2012.

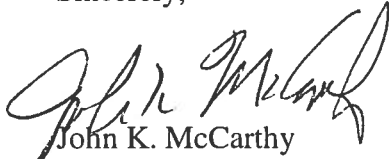
It is my understanding that the City of Springfield anticipates seeking community approval for this Proposed Project in October 2012. Therefore, it is critical that the City, in conjunction with its Owner's Project Manager and Designer, submit a schedule to the MSBA as soon as possible. The schedule should include: the work plan to complete all of the required documentation for presentation to the MSBA's Board of Directors at a future Board meeting; the date of the City Council meeting(s) at which the Proposed Project will be considered; and, the anticipated design and construction schedule. We have attached a listing of the remaining deliverables for you to use in preparing this schedule.

We will be contacting you soon to discuss these next steps in more detail, but in the meantime, I want to share with you the Board's vote to approve the City of Springfield to proceed into schematic design to replace the Elias Brookings Elementary School with a new elementary school facility on a site adjacent to the existing site, contingent upon the City securing full control and use of the proposed site.

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I look forward to continuing to work with you as the Potential Project progresses. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Sincerely,



John K. McCarthy
Executive Director

cc: Senator Gale Candaras
Senator Cheryl Coakley-Rivera
Senator James Welch
Representative Brian Ashe
Representative Sean Curran
Representative Michael Finn
Representative Thomas Petrolati
Representative Benjamin Swan
Jose Tosado, President, Springfield City Council
Rita Coppola, Director of Capital Asset Construction, City of Springfield
Denise R. Jordan, Chief of Staff, Mayor Sarno's Office
Dr. Alan Ingram, Superintendent, Springfield Public Schools
Tim McKenna, Owner's Project Manager, Arcadis U.S., Inc.
Vladimir Lyubetsky, Designer, Drummey Rosane Anderson, Inc.
File: Letters 10.2 (Region 1)

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Exhibit B
City of Springfield – Elias Brookings Elementary School
Schedule of Deliverables – June 6, 2012

Deliverable	Status/ Received
Initial Compliance Certification	Complete
School Building Committee	Complete
Local Vote Authorization	Still Required
Mass. Historical Commission Approval	Still Required
Enrollment Questionnaire	N/A
Executed Enrollment Certification	Complete
Educational Space Summary	Complete
OPM Selection	N/A
Executed MSBA Standard OPM Contract	N/A
Designer Selection	N/A
Executed MSBA Designer Standard Contract	N/A
MSBA Educational Space Template	Complete
Preliminary Evaluation of Alternatives	Complete
Budget Statement for Preferred Schematic Design	Complete
Recommendation of Preferred Schematic Design	Complete
Final Design Program for Preferred Schematic Design	Still Required
Schematic Building Floor Plans	Still Required
Room Data Sheets	Still Required
A letter from the Superintendent demonstrating SPED compliance with Chapters 70 and 71B	Still Required
Schematic Exterior Building Elevations	Still Required
Mass. DESE Special Education Space Approval Letter	Still Required
Narrative Building Systems Descriptions	Still Required
Preliminary Summary of Ineligible Spaces	Still Required
Construction Systems: Outline of Specifications	Still Required
MA-CHPS Scorecard	Still Required
Furnishings, Fixtures and Equipment Specification and Estimate	Still Required
Value Engineering Plan for Detailed Design	Still Required
Total Project Budget	Still Required
Construction Estimate Unifomat II, Level 3	Still Required
Project Cash Flow	Still Required
Project Schedule	Still Required

District: City of Springfield
 School Name: Elias Brookings Elementary School
 Recommended Category: Preferred Schematic
 Date: May 30, 2012

Recommendation

That the Executive Director be authorized to approve the City of Springfield, as part of its Invitation to Feasibility Study, to proceed into schematic design to replace the existing elementary school facility with a new Elias Brookings Elementary School on a new site, adjacent to the existing site. MSBA staff has reviewed the Feasibility Study and accepts the City's preferred solution to replace the existing elementary facility with a new Elias Brookings Elementary School on a new site, adjacent to the existing site, contingent upon the City securing full control and use of the proposed site.

District Information	
District Name	City of Springfield
Early Childhood Center	Margaret C. Ells (PK-1)
K-12 Facility	Springfield Academy for Excellence (K-12)
Elementary/Middle Schools	12 (PK-5) 18 (K-5) 1 (PK-8)
Middle Schools	7 (6-8)
Middle/High School	The Springfield Renaissance School (6-12)
High Schools	4 (9-12)
School Name	Elias Brookings Elementary School
Type of School	Elementary School
Grades Served	PK-5
Year Opened	1925
Total Square Footage	59,769
Additions	N/A
Acreage of Site	1.79acres
Building Issues	A tornado hit the building in June, 2011, and the District has identified deficiencies in the following areas: - Structural integrity - Mechanical systems - Electrical systems - Plumbing systems - Envelope - Windows - Roof
Original Design Capacity	Unknown
2011-2012 Enrollment	329
Agreed Upon Enrollment	320
Enrollment Specifics	The District and MSBA have mutually agreed upon a design enrollment of 320 students for grades K-5, for a project that will serve grades PK-5.

MSBA Board Votes	
Preferred Schematic Authorization	November 17, 2011
Updated Preferred Schematic Authorization	On June 6, 2012 Board agenda
Project Scope & Budget Authorization	District is targeting Board authorization on October 3, 2012
Reimbursement Rate Before Incentives	80.00%

Consultants	
Owner's Project Manager	Arcadis
Designer	Drummey Rosane Anderson, Inc.

Discussion

The existing Elias Brookings Elementary School is a 56,668 square-foot, historically significant building on a relatively small constrained urban site. Prior to being damaged in June of 2011, the facility served grades PK-5.

The original school building was constructed in 1925. The District identified numerous deficiencies in the Statement of Interest. The existing facility requires structural and envelope repairs and improvements, system replacements, and accessibility upgrades.

On June 1, 2011, tornadoes struck portions of western Massachusetts, including the City of Springfield, causing damage to two schools within the District: the Elias Brookings Elementary School and the Mary A. Dryden Veterans Memorial School. Although the Elias Brookings Elementary School suffered substantial damage to the exterior envelope, roof, parapet, and windows, and to some interior walls, the District's initial assessment found that it was structurally sound.

Since June 2011, the District has been working to establish budgets for each project and has met with Federal Emergency Management Agency (FEMA) and completed FEMA's Project Worksheets to determine what part of each project will be eligible for funding under FEMA guidelines. Although the District has confirmed with FEMA that portions of the work at both the Mary Dryden Veterans Memorial School and the Elias Brookings Elementary School will be eligible for reimbursement, FEMA's final funding level and reimbursement will not be available until the projects are complete.

During the Summer of 2011, the City's first priority was to make sure that the City had space for all of the displaced students for September, 2011, and that permanent solutions for both schools could be put in place as soon as feasible. Based on its initial assessments, the City believed that the renovation of the existing Elias Brookings Elementary School could be done within a two-year time frame. The City requested that the MSBA accept its preferred solution to renovate the Brookings within the existing footprint.

At its November 17, 2011 meeting, the Board authorized the City to proceed with schematic designs for both the Mary A. Dryden Veterans Memorial School and Elias Brookings Elementary

School. Since then, the City and its consultants have prepared construction documents for an addition and renovation project at the Mary A. Dryden Elementary School, which staff is recommending for a Project Scope and Budget Agreement under separate cover. The City and its consultants also conducted subsequent investigations of the Elias Brookings Elementary School, identified classroom spaces that are substantially smaller than current MSBA guidelines, and concluded that the work required to provide the spaces needed to support the City's educational plan would be more significant than originally envisioned. As a result, the City and its consultants solicited input from educators and administrators, performed a more comprehensive assessment of the existing conditions at the Elias Brookings Elementary School, and considered three preliminary options: a repair option, an addition/renovation configuration, and a new construction option.

The evaluation of the existing building and the development of a potential renovation option concluded that bringing the existing classrooms more in line with current MSBA guidelines would require the relocation of most of the interior partitions. In addition to increasing costs, enlarging the classrooms would reduce the total number of classrooms within the existing building, leading to the need for an addition of approximately 22,000 gross square feet to support delivery of the City's curriculum. The constrained urban site is not sufficient to accommodate an addition to the existing school.

The City and its consultants determined that an adjacent site on Walnut Street could be a potential location for the construction of a new facility to replace the existing elementary school. The City initiated the process of acquiring the proposed site through a land swap with Springfield College and the taking of a number of adjacent residential properties. While this process is still underway, the City has indicated that it does not foresee any issues in acquiring this land for development as the site of a new Elias Brookings Elementary School.

The City has selected new construction as the preferred solution to proceed into schematic design for the replacement of the Elias Brookings Elementary School on a nearby site. The City selected this solution as its preferred alternative because it best addresses the needs of the educational program by providing appropriately-sized learning spaces and an efficient facility that is more cost-effective to operate, and it mitigates the numerous building and site constraints present at the existing facility.

The District presented its proposed project to the MSBA Facilities Assessment Subcommittee ("FAS") on May 23, 2012. At that meeting, members of the FAS raised a number of concerns regarding the suitability of the proposed site for development, the status of the acquisition of the land for the project, and the level of anticipated contribution by FEMA. Members of the FAS also discussed with the City and its consultants the need for the City to fully understand the impact that these items, which are ineligible for reimbursement by the MSBA, will have on the MSBA's basis of grant and the City's share of the cost.

MSBA staff reviewed the conclusions of the submitted feasibility material and the enrollment data with the City and found:

- 1) All initial paperwork required has been processed, including an executed Initial Compliance Certification, the composition of the School Building Committee, and the enrollment information.

- 2) MSBA has completed an enrollment projection and has reached a mutual agreement with the City for a design enrollment of 320 for the Elias Brookings Elementary School.
- 3) MSBA staff reviewed the feasibility material and subsequent submittals and finds that the options investigated were sufficiently comprehensive in scope, the approach undertaken in this study was appropriate, and the City's preferred solution is reasonable and cost-effective and meets the needs identified by the City.
- 4) Pursuant to the MSBA's regulations, the site of an approved project must be owned (fee simple title) by the city, town, or regional school district that is seeking funding from the MSBA or be under the exclusive control of the city, town, or regional district pursuant to a long-term lease. Accordingly, before the MSBA can enter into a Project Funding Agreement with the City for the proposed project, the City must certify that it has full control and exclusive use of the proposed site either by fee simple title or long-term lease.
- 5) The City will submit an operational budget for educational objectives and a capital budget for MSBA review.
- 6) The City's schematic design submittal will be subject to final review and approval by the Department of Elementary and Secondary Education as part of the schematic design submittal prior to a Project Scope and Budget Agreement.
- 7) Subject to Board approval, the MSBA will participate in a project that includes spaces that meet MSBA guidelines, with the exception of variations previously agreed to by the MSBA. The MSBA will review all proposed spaces during the schematic design phase.
- 8) As discussed with the City and its consultants, the City needs to fully understand the MSBA's Project Funding Agreement and policies regarding funding for site-related costs. Costs associated with the mitigation of hazardous materials and the acquisition of property are ineligible for MSBA reimbursement; the MSBA may participate in other site costs up to a cap of 8% of building costs. In addition, the City must understand the use of budget contingencies that will be established in the next phase of the project and how these policies impact the City's share of project costs.
- 9) As part of the Schematic Design phase, the City will work with the MSBA to determine a mutually agreeable methodology to differentiate eligible costs from ineligible costs.
- 10) The City shall continue to work with FEMA and the Massachusetts Emergency Management Agency ("MEMA") and provide any and all information that FEMA and/or MEMA may require or request, to ensure and maximize FEMA funding.
- 11) The MSBA understands that the amount of funding that the City receives from FEMA for the Elias Brookings Elementary School building may be apportioned and capped based on FEMA's rules for an "alternate project." The City has indicated that it will apply the FEMA money it receives for the existing Brookings Elementary School facility to the proposed new project in the form of an alternate project, and the City understands that the MSBA will reduce the total project budget accordingly.

- 12) Pursuant to the MSBA's regulations, 963 CMR 2.09(6), the total amount of FEMA funding and any other third-party funding that the City receives shall be deducted from the total amount of MSBA-eligible project costs, and the remaining amount of eligible project costs shall be apportioned between the MSBA and the District according to the applicable reimbursement rate, as determined by the MSBA.

Based on the review outlined above, as well as information that MSBA has received from the District, staff recommends that the City of Springfield be approved to proceed into schematic design to replace the existing Elias Brookings Elementary School with the construction of a new facility on a new site..