

# Massachusetts School Building Authority

Deborah B. Goldberg  
*Chairman, State Treasurer*

John K. McCarthy  
*Executive Director*

April 3, 2015

Mr. James A. Kern, Town Manager  
Town of Dedham  
Town Administration Building  
26 Bryant Street  
Dedham, MA 02026

Re: Town of Dedham, Early Childhood Education Center

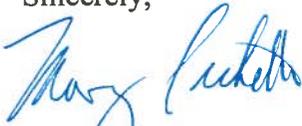
Dear Mr. Kern:

The Massachusetts School Building Authority (the "MSBA") is forwarding review comments for the Module 3 Feasibility Study Preliminary Design Program submission for the Early Childhood Education Center Project in the Town of Dedham received by the MSBA on February 19, 2015.

Responses to the attached comments shall be forwarded to the assigned Project Coordinator, Julia Seibolt (Julia.Seibolt@MassSchoolBuildings.org), through the Owner's Project Manager. Please review and return responses within 14 days of receipt of this letter.

If you have any questions or comments, please do not hesitate to contact Caulen Finch (Caulen.Finch@MassSchoolBuildings.org).

Sincerely,



Mary Pichetti  
Director of Capital Planning

Attachments:

Attachment 'A' Preliminary Design Program Review Comments

Attachment 'B' –Module 3 Preliminary Design Program Initial Space Summary Review

Cc: Legislative Delegation  
Jim MacDonald, Chair, Dedham Board of Selectmen  
Jennifer Barsamian, Chair, Dedham School Committee  
Michael J. Welch, Superintendent, Dedham Public Schools

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April 3, 2015

Early Childhood Education Center

Derek Moulton, Chair, Dedham School Building Committee

Dr. Cynthia Kelly, Assistant Superintendent, Dedham Public Schools

Paul Griffin, Jr., Owner's Project Manager, Construction Monitoring Services, Inc.

Kevin Buckley, Designer, Knight, Bagge & Anderson Architects, Inc.

Dan Bradford, Designer, Knight, Bagge & Anderson Architects, Inc.

John Malnati, Designer, Knight, Bagge & Anderson Architects, Inc.

File: Letters 10.2 (Region 4)

## Attachment 'A' - Module 3 Preliminary Design Program Review Comments

**District: Town of Dedham**  
**School: Early Childhood Education Center**  
**Submittal Due Date: February 19, 2015**  
**Submittal Received Date: February 19, 2015**  
**Review Date: February 25 – March 16, 2015**  
**Reviewed by: C. Finch, C. Forde**

### MSBA REVIEW COMMENTS:

The following comments<sup>1</sup> on the Preliminary Design Program submittal are issued pursuant to a review of the project submittal document for the Early Childhood Education Center presented as a part of the Feasibility Study submission in accordance with the MSBA Module 3 Guidelines, as produced by Knight, Bagge & Anderson, Inc. and its consultants. Certain supplemental components from the Owner's Project Manager (OPM) – Construction Monitoring Services Inc., are included.

### Items Requiring Immediate Action:

*The Educational Program provided focuses on the Early Childhood Education Center program of Pre-K and Kindergarten. However, 10 of the original 14 options presented, and 4 of the 6 to be considered in the Final Evaluation of Alternatives include grades 1-5. Prior to the Preferred Schematic submittal, the MSBA requires a complete and revised Educational Program be submitted in accordance with Section 3.1.2 of Module 3, including the current and proposed Educational Program for grades Pre-K through Grade 5.*

### 3.1 Preliminary Design Program submittal completion

- OPM certification of completeness & conformity – *Complete, however, in several places the certification indicates the submittal is the "Preferred Schematic Study and Report." Please correct this to read "Preliminary Design Program."*
- Table of Contents – *Complete.*
- Introduction – *Complete. Refer to comments shown in italics.*
- Educational Program – *Incomplete. Refer to comments shown in italics.*
- Initial Space Summary – *Complete. Refer to comments shown in italics.*
- Evaluation of Existing Conditions – *Complete. Refer to comments shown in italics.*

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<sup>1</sup> The written comments provided by the MSBA are solely for purposes of determining whether the submittal documents, analysis process, proposed planning concept and any other design documents submitted for MSBA review appear consistent with the MSBA's guidelines and requirements, and are not for the purpose of determining whether the proposed design and its process may meet any legal requirements imposed by federal, state or local law, including, but not limited to, zoning ordinances and by-laws, environmental regulations, building codes, sanitary codes, safety codes and public procurement laws or for the purpose of determining whether the proposed design and process meet any applicable professional standard of care or any other standard of care. Project designers are obligated to implement detailed planning and technical review procedures to effect coordination of design criteria, buildability, and technical adequacy of project concepts. Each city, town and regional school district shall be solely responsible for ensuring that its project development concepts comply with all applicable provisions of federal, state, and local law. The MSBA recommends that each city, town and regional school district have its legal counsel review its development process and subsequent bid documents to ensure that it is in compliance with all provisions of federal, state and local law, prior to bidding. The MSBA shall not be responsible for any legal fees or costs of any kind that may be incurred by a city, town or regional school district in relation to MSBA requirements or the preparation and review of the project's planning process or plans and specifications.

- Site Development Requirements – *Complete. Refer to comments shown in italics.*
- Preliminary Evaluation of Alternatives – *Incomplete. Refer to comments shown in italics.*
- Local Actions and Approvals Certification(s) – *Complete. Refer to comments shown in italics.*
- Appendices – *Complete.*

### 3.1.1 Introduction

- Date of invitation to conduct a Feasibility Study (and MSBA Board Action Letter, located in the Appendix) – *The MSBA Feasibility Study Invitation Board Action Letter dated 1/29/14 was not included; a press release was included in its place. Please provide in accordance with Module 3.*
- Narrative summary of the Capital Budget Statement and Target Budget for the proposed project – *The District provided a Debt Statement for the Town, however, a narrative explaining the target budget for the project was not provided. Please indicate the target budget for a potential project.*

### 3.1.2 Educational Program

Summary and description of the existing educational program and new or expanded educational vision, specifications, process, etc., Teaching Philosophy Statement, as well as the District’s curriculum goals and objectives of the program.

- Grade and school configuration policies; - *The grade and school configuration focuses on the Kindergarten and Pre-K. Of the 14 options considered, 10 have an elementary school component. Please elaborate on the grade and school configuration policies for these grades. Additionally, please describe how these policies may change if the Early Childhood Education Center is incorporated into one of the elementary schools.*
- School scheduling method; - *The narrative focuses on Kindergarten and Pre-K students, however as noted above, elementary school students may be impacted by this project. Please provide the current and proposed scheduling methodologies for grade 1-5. Also discuss how full-day Kindergarten may affect the overall educational program and scheduling.*
- Lunch programs (number of servings, district kitchen, full service kitchens, warming kitchens, etc.) – *Please describe the current and proposed programs at the elementary schools.*
- Functional and spatial relationships – *A diagram illustrating the preferred functional and spatial layout is included, however, a corresponding narrative was not provided. Please submit.*
- Key programmatic adjacencies – *In conjunction with the functional and spatial diagram, describe the District’s desired key programmatic adjacencies that support the proposed educational program.*
- Security and visual access requirements. – *Please confirm that first responding emergency representatives will be consulted in the planning process and associated requirements will be incorporated into the project.*

### 3.1.3 Initial Space Summary

- Completed MSBA space summary spreadsheet – *As noted in the MSBA’s cursory review email, sent to the District on February 27, 2015, the space summaries are unsigned and include the Pre-K enrollment of 110 additional students. As Pre-K students do not utilize many of the spaces outside the classroom, the MSBA guidelines for these spaces are generated based on the agreed upon design enrollment for students in K-5. Updated space summaries were provided to the MSBA in response on March 5, 2015. Refer to detailed comments in Attachment B.*

### 3.1.4 Evaluation of Existing Conditions

- Determination that the property is available for development – *The Dexter School is referenced as a potential swing space for some of the potential options; please indicate the anticipated level of work required at the Dexter School to accommodate students as a swing space. Please note that the MSBA will consider work associated with swing space ineligible for reimbursement.*
- Preliminary evaluation of significant structural, environmental, geotechnical, or other physical conditions that may impact the cost and evaluations of alternatives. – *Confirm that a hydrant flow test will be completed to determine if a fire pump will be required to supply adequate pressure to a fire protection system. Additionally, the information provided indicates each of the sites considered has an existing underground fuel oil storage tank. Please note that the MSBA considers costs associated with the removal of these tanks and any associated soil abatement categorically ineligible for reimbursement.*
- Determination for need and schedule for soils exploration and geotechnical evaluation – *Basic soil conditions, derived from GIS maps and site observations; consisting mainly of tree growth, were provided. However, please provide a schedule and plan for proposed geotechnical evaluations (test pits and borings) for each site. Please confirm that the geotechnical investigation and foundation recommendations will be completed with sufficient time to include preliminary cost information in the final evaluation of alternatives.*
- Environmental site assessments minimally consisting of a Phase I: Initial Site Investigation performed by a licensed site professional – *A Phase 1 Site Assessment was not provided for any of the proposed sites. In order to accurately estimate project costs, a complete Phase 1 Site assessment is required of the four sites proposed for the Final Evaluation of Alternatives ahead of the selection of a preferred solution.*
- Assessment of the school for the presence of hazardous materials – *A preliminary evaluation of hazardous materials was completed at each facility to document the potential scope and costs of the options. Please confirm that a complete hazardous materials assessment will be completed in accordance with Module 3 and 4.*

### 3.1.5 Site Development Requirements

- Existing site plan(s) including the following features:
  - Wetlands and/or flood restrictions – *The Development Restrictions narrative in section 3.1.4 for the Greenlodge site indicates that the Lowder Brook and associated wetlands significantly limit the buildable area, however, the site*

*plan and narrative provided in the Site Development Requirements section does not. Please clarify.*

- *Emergency vehicle access; - Not provided. Please indicate emergency vehicle access on site plans.*
- *Utilities; - Not provided. Please indicate known locations of utilities on site plans.*
- *Site orientation and other location considerations. – Please note that the locus map 5,280’ diameter circle, appears to be mislabeled as 2 miles. Additionally the orientation of the Greenlodge site appears to be off by approximately 90 degrees, which may affect the solar orientation of classrooms and design of Options 5 and 12. Please revise and resubmit.*

### **3.1.6 Preliminary Evaluation of Alternatives**

- *The Preliminary Evaluation of Alternatives should include a detailed analysis of compliance with district objectives for each of the following:*
  - *Analysis of school district student school assignment practices and available space in other schools in the district; - The Dexter School is currently leased by a preschool and “The Educational Cooperative”. Please provide a description of these programs, their relationship to the District, and where they would be relocated should the Dexter site be the preferred solution for the proposed project. Please indicate if space will be provided for this Cooperative or if other Cooperatives are being considered as a result of the proposed project.*
- *List of 3 distinct alternatives (including at least 1 renovation and/or addition option) are recommended for further development and evaluation. – In addition to the evaluation sheets with 29 criteria that were provided, please provide a narrative describing the evaluation process and elaborate on the advantages and disadvantages of each option. Additionally, Option 11 is designed with an enrollment of 560 students at the Dexter School site; please confirm in this option that the Oakdale Elementary School would be replaced by the new facility.*

### **3.1.7 Local Actions and Approval to include:**

- *Signed local actions and approvals certification; – As noted in the MSBA’s cursory review email, sent to the District on February 27, 2015, the Local Actions and Approvals certification provided in the submittal is not an original. Please provide an original signed certification.*
- *Certified copies of the School Building Committee meeting notes; – As noted in the MSBA’s cursory review email, sent to the District on February 27, 2015, meeting minutes for the 12/1/14, 2/10/15, and 2/11/15 meetings were not included in the submittal. Please provide meeting minutes from the above meetings including certified and originals from the 2/10/15 and 2/11/15 meetings where the PDP was approved for submission to the MSBA.*

**End.**

## **Attachment 'B' –Module 3 PDP Initial Space Summary Review**

**District: Town of Dedham**

**School: Early Childhood Education Center**

**Submittal Due Date: February 19, 2015**

**Submittal Received Date: February 19, 2015**

**Review Date: February 25 – March 16, 2015**

**Reviewed by: C. Finch, C. Forde**

The Massachusetts School Building Authority (the “MSBA”) has completed its review of the proposed initial space summary included with the Preliminary Design Program as produced by Knight, Bagge & Anderson, Inc. and its consultants. This review involved evaluating the extent to which the Early Childhood Education Center School’s proposed space summary conforms to the MSBA guidelines and regulations.

The MSBA considers it critical that the Districts and their Designers aggressively pursue design strategies to achieve compliance with the MSBA guidelines for all proposed projects in the new program and strive to meet the gross square footage allowed per student and the core classroom space standards, as outlined in the guidelines. The MSBA also considers its stance on core classroom space critical to its mission of supporting the construction of successful school projects throughout the Commonwealth that meet current and future educational demands. The MSBA does not want to see this critical component of education suffer at the expense of larger or grander spaces that are not directly involved in the education of students.

The following review is based on the project options that are to be considered in the Final Evaluation of Alternatives. The options below include agreed upon study enrollments of a stand-alone Early Childhood Education Center of 200 Kindergarten students, and grade K-5 study enrollments of 560, 485 and 430, each of which includes 200 Kindergarten students.

The MSBA notes that the proposed square footage proposed with the options that include Pre-kindergarten through Kindergarten (PreK-K) only intend to meet, and in some instances, exceed the MSBA guidelines for spaces such as the gymnasium, cafeteria, media center, and art and music spaces. Based on a review of the design enrollment for the PreK-K options and the utilization as outlined in the District’s educational program as well as the description of how the program is offered currently, the MSBA requests that the District review the proposed square footages for each of the spaces noted above to determine if the proposed square footage is required to meet the educational program or that there may be alternatives to the spaces outlined for a K to 5 grade configuration that would better serve the age group for a PreK-K school. Please provide your review and clarify the educational program requirements for a stand-alone PreK-K school and provide an analysis of the utilization of these spaces. The MSBA requests that the District explore opportunities to reduce proposed square footage in these spaces in order to better suit the utilization for a PreK-K program as noted in the individual categories below.

**The MSBA review comments are as follows:**

- Core Academic** – The District is proposing to provide net square footage (nsf) that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. All options propose square footage in excess of the MSBA guidelines primarily due to the large proportion of kindergarten students and classrooms and resulting variance in size between Kindergarten and General Classrooms. Additionally, each option includes six Pre-K classrooms which accounts for 7,200 nsf in excess of MSBA guidelines. Please provide additional information and rationale that supports the proposed room counts including students per classroom for each option.

	<b>Option 3</b>	<b>Option 6</b>	<b>Option 10</b>	<b>Option 11</b>	<b>Option 12</b>	<b>Option 14</b>
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	19,404	34,400	19,200	34,400	30,600	28,700
<b>MSBA Guidelines (nsf)</b>	9,050	23,800	9,050	23,800	20,950	18,800
<b>Variance</b>	<b>+10,354</b>	<b>+10,600</b>	<b>+10,150</b>	<b>+10,600</b>	<b>+9,650</b>	<b>+9,900</b>

- Special Education** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. Please remove the storage space included in this category; all storage spaces should be accounted for in the gross square footage of the proposed project. It appears that many options contain spaces that do not currently exist within the existing facilities. Please provide additional information that clearly describes and supports the need for these spaces and how this transition varies from the current space program.  
 Please note that the Special Education program is subject to approval by the Department of Elementary and Secondary Education (DESE). The District should provide the information required for this submittal with the documents required for the schematic design submittal. Formal approval of the District’s proposed Special Education program by the DESE is a prerequisite for executing a Project Funding Agreement with the MSBA.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	7,330	9,600	6,830	10,350	8,840	9,340
<b>MSBA Guidelines (nsf)</b>	3,020	6,040	3,020	6,040	5,540	4,530
<b>Variance</b>	<b>+4,310</b>	<b>+3,560</b>	<b>+3,810</b>	<b>+4,310</b>	<b>+3,300</b>	<b>+4,810</b>

- Art and Music** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. Options 3 and 6 propose square footage in excess of the MSBA guidelines. Options 6, 11, 12, and 14 also propose square footage in excess of the MSBA guidelines and propose an additional Art classroom, and Option 12 also proposes an additional Music room. Please provide additional information and rationale that supports the need for these programs to be offered outside the classrooms including scheduling and staffing information. Also, as referenced above, please provide additional information that shows the utilization for these rooms as proposed and demonstrate how a reduction in square footage may better suit the utilization of PreK-K students in Options 3 and 10.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	2,500	4,297	2,500	5,000	5,000	3,800
<b>MSBA Guidelines (nsf)</b>	2,425	3,800	2,425	3,800	2,575	2,575
<b>Variance</b>	<b>+75</b>	<b>+497</b>	<b>+75</b>	<b>+1,200</b>	<b>+2,425</b>	<b>+1,225</b>

- Health and Physical Education** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. The MSBA does not accept the variation to the guidelines for Options 3 and 6. Please adjust to meet the MSBA guidelines. Please provide further information as to how the gymnasium space is currently utilized in the Early Childhood Education Center. The proposed square footage in Options 11, 12, and 14 meet the MSBA guidelines and require no adjustment. Also, as referenced above, please provide additional information that shows the utilization for the gymnasium as proposed and demonstrate how a reduction in square footage may better suit the utilization of PreK-K students in Options 3 and 10.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	7,140	6,315	6,300	6,300	6,300	6,300
<b>MSBA Guidelines (nsf)</b>	6,300	6,300	6,300	6,300	6,300	6,300
<b>Variance</b>	<b>+840</b>	<b>+15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

- Media Center** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. The MSBA does not accept the variation to the guidelines associated with each option. Please adjust to meet the MSBA guidelines. Also, as referenced above, please provide additional information that shows the utilization for the Media Center and demonstrate how a reduction in square footage may better suit the utilization of PreK-K students in Options 3 and 10.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	2,065	3,685	2,150	3,685	3,348	3,685
<b>MSBA Guidelines (nsf)</b>	2,020	3,190	2,020	3,190	2,853	2,605
<b>Variance</b>	<b>+45</b>	<b>+495</b>	<b>+130</b>	<b>+495</b>	<b>+495</b>	<b>+1,080</b>

- Dining and Food Service** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. The MSBA does not accept the variation to the guidelines associated with each option. Please adjust to meet the MSBA guidelines. Also, as referenced above, please provide additional information that shows the utilization of the Cafeteria and demonstrate how a reduction in square footage may better suit the utilization of PreK-K students in Options 3 and 10.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	5,438	8,879	5,438	8,686	8,005	7,505
<b>MSBA Guidelines (nsf)</b>	4,500	7,687	4,500	7,687	7,005	6,506
<b>Variance</b>	<b>+938</b>	<b>+1,192</b>	<b>+938</b>	<b>+999</b>	<b>+1,000</b>	<b>+999</b>

- Medical** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. Prior to the MSBA considering these variations to the guidelines, provide additional information and rationale that supports square footage in excess of the MSBA guidelines associated with Options 3, 6, 10, 12, and 14. The proposed square footage in Option 11 meets the MSBA guidelines and requires no further action.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	510	638	510	610	610	610
<b>MSBA Guidelines (nsf)</b>	410	610	410	610	510	510
<b>Variance</b>	<b>+100</b>	<b>+28</b>	<b>+100</b>	<b>0</b>	<b>+100</b>	<b>+100</b>

- Administration and Guidance** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. Prior to the MSBA considering these variations to the guidelines, provide additional information and rationale that supports square footage in excess of the MSBA guidelines associated with each option.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	2,132	2,781	2,025	2,910	2,836	2,405
<b>MSBA Guidelines (nsf)</b>	2,015	2,425	2,015	2,425	2,350	2,145
<b>Variance</b>	<b>+117</b>	<b>+356</b>	<b>+10</b>	<b>+485</b>	<b>+486</b>	<b>+260</b>

- Custodial and Maintenance** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. The MSBA does not accept the variation to the guidelines associated with each option. Please adjust to meet the MSBA guidelines.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	1,910	2,270	1,910	2,270	2,195	2,140
<b>MSBA Guidelines (nsf)</b>	1,900	2,160	1,900	2,160	2,085	2,030
<b>Variance</b>	<b>+10</b>	<b>+110</b>	<b>+10</b>	<b>+110</b>	<b>+110</b>	<b>+110</b>

**Other** – The District is proposing to provide nsf that exceeds the MSBA guidelines for this category as summarized in the tabulation provided below. Square footage associated with the proposed After School Storage, Instructional Material Storage, and Administration Restrooms should be removed and factored into the buildings gross square footage. Please provide a detailed narrative describing the proposed Health Consultation Office and ELL Office & Sm. Work Room in order for the MSBA to consider supporting a facility that includes these spaces. Please note that if accepted as part of this project, the MSBA will consider this space ineligible for reimbursement. The ELL Office & Sm. Work Room should be carried in the administration section of the space summary. Please adjust the spaces as noted for this category and resubmit.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	775	775	775	775	775	775
<b>MSBA Guidelines (nsf)</b>	0	0	0	0	0	0
<b>Variance</b>	<b>+775</b>	<b>+775</b>	<b>+775</b>	<b>+775</b>	<b>+775</b>	<b>+775</b>

- **Total Building Net Floor Area** – The District is proposing to provide nsf which exceeds the MSBA guidelines as summarized in the tabulation provided below. In order for the MSBA to establish an allowable nsf, please address the comments provided in the above categories.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Proposed (nsf)</b>	49,204	73,640	47,638	74,986	68,509	65,260
<b>MSBA Guidelines (nsf)</b>	38,840	63,212	38,840	63,212	57,368	53,201
<b>Variance</b>	<b>+10,364</b>	<b>+10,428</b>	<b>+8,798</b>	<b>+11,774</b>	<b>+11,141</b>	<b>+12,059</b>

- **Total Building Gross Floor Area** – The District is proposing to provide gross square footage (gsf) which exceeds the MSBA guidelines as summarized in the tabulation provided below. In order for the MSBA to establish an allowable gsf, please address the comments provided in the above categories.

	Option 3	Option 6	Option 10	Option 11	Option 12	Option 14
<b>Project Site</b>	Dexter	Oakdale	Dexter	Dexter	Greenlodge	Riverdale
<b>Grade Configuration</b>	PreK-K	PreK-5	PreK-K	PreK-5	PreK-5	PreK-5
<b>Enrollment</b>	200	560	200	560	485	430
<b>Proposed Scope</b>	Add/Reno	Add/Reno	New	New	New	New
<b>Grossing factor</b>	1.35	1.35	1.31	1.35	1.35	1.35
<b>Proposed (gsf)</b>	66,420	99,279	62,198	101,231	92,487	88,101
<b>MSBA Guidelines (gsf)</b>	58,260	94,817	58,260	94,817	86,052	79,801
<b>Variance</b>	<b>+8,160</b>	<b>+4,462</b>	<b>+3,938</b>	<b>+6,414</b>	<b>+6,435</b>	<b>+8,300</b>

The comments in each category above - including additional requested information associated with the potential reduction of square footage for PreK-K options - must be addressed before the proposed space programs are considered sufficient to proceed with development and comparison of alternatives to identify a preferred alternative. The space summary shall be refined as needed for each alternative and differences from the initial space summary identified.

Please note that upon moving forward into subsequent phases of the proposed project, the Designer will be required to provide, with each submission, a signed, updated space summary that reflects the design and demonstrates that the design remains, except as agreed to in writing by the MSBA, in accordance with the guidelines, rules, regulations and policies of the MSBA. Should the updated space summary demonstrate changes to the previous space summary; include a narrative description of the change(s) and the reason for the proposed changes to the project.