

June 6, 2012

[REDACTED]

Re [REDACTED]

Dear [REDACTED]:

I am pleased to report that the Board of the Massachusetts School Building Authority (“MSBA”) voted to approve [REDACTED], in the [REDACTED] School District (the “District”) to collaborate with the MSBA in conducting a Feasibility Study for a potential repair/renovation or construction of science labs at the [REDACTED] School as part of the MSBA Science Lab Initiative.

I do want to emphasize that this invitation into the Science Lab Initiative to collaborate on a Feasibility Study is *not* approval of a project, but is strictly an invitation to the District to work with the MSBA to explore potential solutions to the problems identified with the facilities science labs. Moving forward in the MSBA’s process requires collaboration with the MSBA, and communities that “get ahead” of the MSBA without MSBA approval will not be eligible for grant funding. To qualify for any funding from the MSBA, local communities must follow the MSBA’s statute and regulations, which require MSBA collaboration and approval at each step of the process.

This Initiative gives Districts the opportunity to repair, renovate, and/or construct science labs in otherwise sound high school facilities by focusing capital spending on such projects in accordance with MSBA policies, standards, guidelines and prototypical designs. Districts that are invited into the Science Lab Initiative will be required to use Owner’s Project Managers and Designers who have been pre-selected by the MSBA, and will be assigned to each district using MSBA’s assignment procedure. Districts will also be required to adhere to other requirements that are unique to this initiative, such as implementing an accelerated project schedule.

During the Feasibility Study phase, the MSBA will collaborate with the District and its assigned Owner's Project Manager and Designer to find the most fiscally responsible, educationally appropriate solution to the problems identified with the science labs at the [REDACTED] School. The District must complete a number of pre-requisites prior to beginning work with its consultants. Please submit the following information to the MSBA by no later than Friday June 29, 2012 in order to fulfill these pre-requisite requirements:

- an Initial Compliance Certification executed by the City to ensure that the City understands and will comply with the MSBA's requirements and regulations (document is included as an attachment to this letter);
- a Proposed Project Schedule signed by the City to ensure that the City and MSBA establish clear expectations for the project milestones (document is included as an attachment to this letter); and
- a preliminary overview of available or projected local funding.

Projects in the Science Lab Initiative are expected to be completed by September 2013; therefore, it is critical that the City complete all pre-requisites in a timely manner. The City must approve funding for the Feasibility Study/Schematic Design portion of this potential project within 30 calendar days of the date of invitation into the Science Lab Initiative and funding for the total project budget within 90 days of receiving the MSBA's approval of the project scope and budget.

In addition to the above listed pre-requisite items, all districts invited to participate in a Feasibility Study in the Science Lab Initiative will be subject to the following conditions:

- Each District as part of its schematic design submittal for project approval, each District shall submit a narrative describing its plan for staff professional development that will support opportunities for development and implementation of more robust course offerings and curricula and allow the District to take full advantage of its proposed science laboratories
- Each District shall perform a thorough review and assessment of items stored within science department spaces to ensure that excess or outdated chemicals or materials not being used in the current curricula and inappropriate for long-term storage are not unnecessarily cluttering the area and reducing the space available for program delivery
- Each District shall ensure that areas designated as chemical storage and prep areas are being used for their intended purpose and not for offices, lunch areas or other inappropriate uses.
- Each District shall complete the implementation of all items included in the MSBA's Chemical Management Certification in accordance with Attachment B of the MSBA Board Action letter dated 02/23/2012.
- Each District shall comply with Massachusetts Stretch Energy Code requirements for any scope of work that includes roof, windows and/or boiler replacement.
- Each District shall comply with all applicable Massachusetts public bidding and procurement laws including, but not limited to, M.G.L. Chapter 149 and 149A

and shall be prepared to provide proof of compliance with all public bidding and procurement laws to the MSBA upon request.

- Each District shall comply with the MSBA Science Lab Guidelines except as otherwise authorized in writing by the MSBA.

We will be contacting you soon to discuss these next steps in more detail. In the meantime, however, I wanted to share with you the Board's decision and provide a brief overview of what this means for the [REDACTED] School.

I look forward to continuing to work with you as part of the MSBA's Science Lab Initiative. 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. [REDACTED]