



Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

November 18, 2020

Thomas F. Maloney
Chairman, Norwood Board of Selectmen
Norwood Town Hall
566 Washington Street, 2nd Floor, Room 34
Norwood, MA 02062

RE: Designer Selection
Dr. Philip O. Coakley Middle School
MSBA ID: 201802200305

Dear Mr. Maloney:

On Tuesday, November 17, 2020, the Massachusetts School Building Authority Designer Selection Panel ("DSP") interviewed the finalists for the above-referenced project. The following individuals represented the Town of Norwood on the DSP:

- Dr. David Thomson, Superintendent, Norwood Public Schools
- Teresa Stewart, Chair, Norwood School Committee Member
- Alan Slater, Chair, Norwood School Building Committee

In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Sections 44 through 58, and the MSBA Designer Selection Procedures, the DSP voted unanimously to rank the finalists, in order of qualifications, as follows for the subject project:

1. Ai3 Architects LLC
2. Dore & Whittier Architects, Inc.
3. Miller Dyer Spears Inc.

The DSP determined that Ai3 Architects LLC possesses the requisite skills and experience for this project, particularly in light of their extensive experience in the design and construction of schools in Massachusetts.

The Town of Norwood should now take the appropriate local steps necessary to award the contract for designer services to the first-ranked firm and authorize fee and contract negotiations. Please know that the Town of Norwood must use the MSBA's standard contract for designer services, a copy of which can be downloaded from our website, MassSchoolBuildings.org.

Before beginning the contract and fee negotiations, however, and in order to remain eligible for the reimbursement of a portion of the designer services fee, please have your Owner's Project

Page 2
Designer Interviews
Dr. Philip O. Coakley Middle School
November 18, 2020

Manager contact the MSBA Project Manager for this project, Christina Forde, to discuss the MSBA's guidelines. Upon completion of contract and fee negotiations with the first-ranked firm, please forward a copy of the fully executed contract to Kathryn DeCristofaro, Capital Program Manager, at the MSBA.


Sincerely,

A handwritten signature in blue ink, appearing to read 'Karl Brown', with a small flourish at the end.

Karl Brown, AIA
Design Director

cc: Legislative Delegation
Tony Mazzucco, Norwood General Manager
Dr. David Thomson, Superintendent, Norwood Public Schools
Alan Slater, Chair, Norwood School Building Committee
Teresa Stewart, Chair, Norwood School Committee
James Jordan, Ai3 Architects LLC
Donald Walter, Dore & Whittier Architects, Inc.
Will Spears, Miller Dyer Spears Inc.
Brian Jarvis, Owner's Project Manager, Compass Project Management, Inc.
Chin Lin, Owner's Project Manager, Compass Project Management, Inc.
Christina Forde, MSBA Project Manager
File: 4.3 Feasibility Study Architect (*Region 4*)

Attachment(s)



Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

January 6, 2020

Mr. Paul A. Bishop, Chair
Norwood Board of Selectmen
Norwood Town Hall
566 Washington Street, Second Floor, Room 34
Norwood, MA 02062

Re: Town of Norwood, Dr. Philip O. Coakley Middle School

Dear Mr. Bishop:

I would like to thank representatives of the Town of Norwood (the "District") for meeting with Massachusetts School Building Authority (the "MSBA") staff on October 16, 2019 and for the subsequent conversations and submissions to review enrollment projections and methodologies for the Dr. Philip O. Coakley Middle School project (the "Proposed Project"). As discussed, the next critical step is for the MSBA and the District to agree on a study enrollment for the Dr. Philip O. Coakley Middle School.

The Dr. Philip O. Coakley Middle School (the "Coakley Middle School") presently serves the District's entire grade 6-8 enrollment. In addition to studying options for the current configuration of the Coakley Middle School, the MSBA understands that the District would like the feasibility study for this project to also examine relocating grade 5 students from the four existing elementary schools to the Coakley Middle School creating a district-wide grades 5-8 school. Accordingly, this analysis will be particularly focused on the enrollment projections for those grades. As discussed during the meeting on October 16, 2019, any issues associated with renovations of the District's current grade 1-5 schools will be addressed outside of the Proposed Project.

With respect to historic enrollments, the table below illustrates the District's K-12 enrollment during the most recent ten-year period, including enrollment for the most current school year (2019-2020) as reported by the Department of Elementary and Secondary Education ("DESE") and the District.

Year	K	1-5	6-8	9-12	Total
2010	299	1,270	763	1,024	3,356
2011	279	1,296	748	1,056	3,379
2012	275	1,342	711	1,107	3,435
2013	281	1,332	712	1,030	3,355
2014	276	1,351	726	1,022	3,375
2015	277	1,335	754	967	3,333
2016	293	1,303	753	957	3,306
2017	283	1,316	737	952	3,288
2018	264	1,318	750	978	3,310
2019	272	1,386	729	990	3,377

The total grade 6-8 enrollment as reported by the District for the current school year is 729 students, which reflects a decrease of 34 students (-4.5%) from the grade 6-8 enrollment reported in 2010, which was the maximum grade 6-8 enrollment reported in the preceding ten years. Additionally, 2019-2020 grade 6-8 enrollment reflects a decrease of approximately 9 students (-1.3%) from the average grade 6-8 enrollment reported during the preceding ten-year period.

The MSBA understands that the District is proposing a design enrollment to accommodate approximately 1,000 students in grades 5-8 at the Coakley Middle School. The enrollment in grades 5-8 reported by the District for the 2019-2020 school year was 987 students.

With respect to future enrollments, the MSBA's base enrollment forecast indicates the District's grade 6-8 enrollment will be stable through the 2021-2022 school year, where it is projected to increase slightly before stabilizing through 2029-2030. The results of the base enrollment forecast are as follows:

- The average grade 6-8 enrollment forecast for the projected period through the 2029-2030 school year is 765 students.
- The average grade 5-8 enrollment forecast for the projected period through the 2029-2030 school year is 1,025 students.

As a result of a sensitivity analysis performed by the MSBA on this base enrollment projection and further discussion with the District, the following adjustments have been made to the base enrollment projection:

- Out-of-District Enrollment
 - In order to adjust for fluctuations to the out-of-district enrollment patterns of the District's residents over time, the MSBA has made an additional adjustment to the base enrollment projection.

- In order to make this adjustment, the MSBA adjusted the grade to grade survival ratios for grades 5-8 by a total of 3.3% throughout a four-year period in the projection.
- This adjustment added the following totals to the projected averages for the District's proposed grade configurations as compared to the base enrollment projection:
 - For grades 6-8, the adjustment added approximately 20 students.
 - For grades 5-8, the adjustment added approximately 25 students.
- Development
 - Based on the discussions between the District and the MSBA, and the anticipated development information provided by the District, the MSBA enrollment model has been adjusted to use the five-year 75th percentile cohort survival rate for 2020-2021 rather than the five-year average cohort survival rate which is utilized throughout the base enrollment forecast.
 - This adjustment added the following totals to the projected averages for the District's proposed grade configurations as compared to the base enrollment projection:
 - For grades 6-8, the adjustment added approximately 15 students.
 - For grades 5-8, the adjustment added approximately 20 students.

As a result of the analysis on the base enrollment forecast, the historical enrollment trends of the District, and the adjustments described above, the MSBA recommends for planning and study purposes only, the following study enrollments for the Proposed Project as follows:

- Grades 6-8: 800 students
- Grades 5-8: 1,070 students

Please note that these recommendations for multiple study enrollments do not represent an affirmation by the MSBA for approval and/or funding of any of these options and are intended only to provide a framework to inform the feasibility study to be conducted as a means of determining the most cost effective and educationally sound solution to be agreed upon by the District and the MSBA.

The MSBA has done a preliminary evaluation of the enrollment capacity at each of the District's elementary schools based on the District's interest in studying an option where grade 5 students are relocated from the five elementary schools to the Coakley Middle School and has determined that the grade reconfiguration could potentially create excess capacity in the District's elementary schools. Accordingly, if the grade 5-8 configuration is selected to be the Preferred Solution for the Coakley Middle School, the District will be required in the Preferred Schematic Report to perform a detailed analysis of the enrollment capacity of each existing facility affected by the Proposed Project and anticipated to remain in service, including describing the proposed future use or disposition of any existing spaces vacated or otherwise reprogrammed by the potential project. If the MSBA's review of the capacity analysis indicates that the grade 5-8 configuration results in excess enrollment capacity at the District's elementary schools, costs

Page 4
January 6, 2020
Dr. Philip O. Coakley Middle School Enrollment Letter

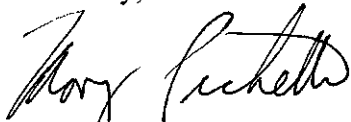
associated with adding the grade 5 to the Coakley Middle School project may be deemed ineligible for reimbursement and the MSBA may limit its participation in funding the project.

As part of the District's Preferred Schematic Report, the District will be required to demonstrate that the Preferred Solution has been approved by the School Committee and necessary District officials. Further, the MSBA will require a written plan from the District describing the process for determining local support for potential grade reconfiguration. Upon approval of the District's Preferred Solution, the MSBA will forward a design enrollment certification that is specific to the grade configuration associated with the approved Preferred Solution.

The MSBA believes that this study enrollment recommendation will position the District to efficiently meet space capacity needs throughout future enrollment variations. Please sign and return the attached certification within 21 calendar days to confirm agreement on this study enrollment. If the District feels that this study enrollment does not meet the needs of the District, please respond to this letter via e-mail to Brian Lynch and propose three meeting/conference call times for which the District can be available to discuss enrollment.

If you have any questions regarding this matter, please do not hesitate to contact me or Brian Lynch (Brian.Lynch@massschoolbuildings.org) at 617-720-4466.

Sincerely,



Mary Fichetti
Director of Capital Planning

Cc: Legislative Delegation
Tony Mazzucco, Norwood General Manager
Myev Bodenhofer, Chair, Norwood School Committee
Dr. David Thomson, Superintendent, Norwood Public Schools
File: 10.2 Letters (Region 4)

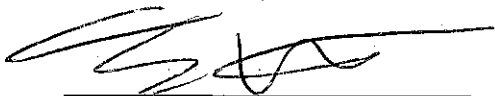
**MASSACHUSETTS SCHOOL BUILDING AUTHORITY
TOWN OF NORWOOD
DR. PHILIP O. COAKLEY MIDDLE SCHOOL
STUDY ENROLLMENT CERTIFICATION**

As a result of a collaborative analysis with the Massachusetts School Building Authority (the "MSBA") of enrollment projections and space capacity needs for the Dr. Philip O. Coakley Middle School (the "Proposed Project"), the Town of Norwood hereby acknowledges and agrees that the design of alternatives, which may be evaluated as a part of the feasibility study for the Dr. Philip O. Coakley Middle School, shall be based in accordance with the following:

Enrollment for Grades 6-8	Enrollment for Grades 5-8
800 students	1,070 students

The Town of Norwood further acknowledges and agrees that, pursuant to 963 CMR 2.00 *et seq.*, the MSBA shall determine the square feet per student space allowance and total square footage according to the enrollments noted above. The Town of Norwood acknowledges and agrees that it has no right or entitlement to any particular design enrollment, square feet per student space allowance, or total square footage and that it has no right or entitlement to a design enrollment any greater than any of the enrollments noted above, and further acknowledges and agrees that it shall not bring any claim or action, legal or equitable, against the MSBA, or any of its officers or employees, for the purpose of obtaining an increase in the design enrollment for the Proposed Project that it has acknowledged and agreed to herein. The Town of Norwood further acknowledges and agrees that, among other things, the design enrollment, square feet per student space allowance, and total square footage of the Proposed Project shall be subject to the approval of the MSBA's Board and that the final approval of a Proposed Project shall be within the sole discretion of the MSBA's Board.

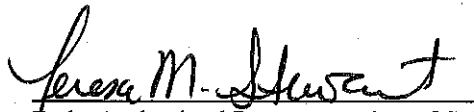
The undersigned, for themselves and the Town of Norwood, hereby certify that they have read and understand the contents of this study enrollment certification and that each of the above statements is true, complete and accurate. The undersigned hereby certify that they have been duly authorized by the appropriate governmental body to execute this Certification on behalf of the Town of Norwood and to bind the Town of Norwood to its terms.



Chief Executive Officer

1-9-2020


Date



Duly Authorized Representative of School Committee

1/13/2020

Date



Superintendent of Schools

1/9/2000

Date