

# PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: March 8, 2013

REVISED:

## 701-AR-1. SCHOOL CONSTRUCTION REIMBURSEMENT CRITERIA

The designated administrators are responsible to ensure that districts requests for school construction reimbursements meet the following criteria:

1. The district must develop a complete building facility study of all educational facilities, including the administration office. The study must be completed prior to, and within two (2) years of, the date of submission of the PlanCon Part A, Project Justification. The study must provide an appraisal of each facility's ability to meet current and planned educational program requirements, the degree to which the present facilities meet reasonably current construction standards, and an estimated cost of necessary repairs and improvements. Facility studies must contain documentation regarding the authors' credentials for producing the documents.
2. A condition for all reimbursement is that the entire building is brought up to prevailing educational standards and reasonably current construction standards. The Board will determine these standards relevant to a project, but they must be based on applicable construction codes or professional guidelines.
3. The district will consider the impact of acoustics, daylighting and other factors on academic effectiveness and building efficiency in the design process. Administrators may consider the U.S. Green Building Council's Leadership in Energy and Environmental Design Green Building Rating System (LEED-NC or LEED for Schools) standards or the Green Building Initiative's Green Globes Building Rating System.

Additional state reimbursement is available for projects receiving silver, gold or platinum LEED-NC or LEED for Schools, or two (2), three (3) or four (4) Green Globes certification. Grants are also available to help defray costs not typically included in the design fee but are critical to the design of a high performance building.

4. Since additions and renovations of existing buildings are eligible for additional state funding, the district will consider building reuse, renovation or expansion rather than new construction. School construction projects will be planned in the context of sustainable community development.

5. The district will take all reasonable efforts to preserve and protect school buildings that are on or eligible for local or national historic registers. If for safety, educational, economic or other reasons it is not feasible to renovate an existing school building, the district may develop an adaptive reuse plan for the building that incorporates an historic easement or covenant to avoid the building's abandonment or demolition.
6. For projects that involve the renovation of structures of more than one (1) story that have wood framing (interior or exterior framing that is wholly or partially wood), the district must describe the construction plans and methods designed to meet health and safety standards related to the use of wood in the building. The written description is provided as part of the PlanCon Part A Project Justification.
7. Reimbursement of alteration or renovation costs will not be provided for any building that is less than twenty (20) years old or for which a reimbursable project has been approved within the preceding twenty (20) years, unless a request for a variance is approved by the Department of Education. The written request for a variance must be presented as a Board resolution and must state the need for such unusual treatment. For all buildings, the time elapsed for this purpose will be based on the period from the bid opening date of the last reimbursable project to the bid opening date of the planned project.
8. Reimbursement for alteration or renovation costs to an existing building (excluding costs specified in the Planning and Construction Workbook) will not be provided if the cost is less than twenty percent (20%) of the replacement value of the entire building, unless a request for a variance is approved by the Department of Education. The written request for a variance must be presented as a Board resolution and must state the need for such unusual treatment. The replacement value will be computed by multiplying the full-time equivalent (FTE) capacity of an existing facility by 92 square feet for elementary buildings and 123 square feet for secondary buildings multiplied by the cost of new construction, such cost to be determined annually by the Department of Education.
9. Costs for asbestos abatement not greater than twenty percent (20%) of other approved alteration costs (i.e., alteration costs excluding the cost for asbestos abatement, roof replacement and site development) will be considered eligible for reimbursement as part of a PlanCon project. This does not change the calculations for determining the maximum formula amount for reimbursement.
10. Costs for roof replacement not greater than twenty percent (20%) of other approved alteration costs (i.e., alteration costs excluding the cost for asbestos replacement, roof replacement and site development) will be considered eligible for reimbursement as part of a PlanCon project. This does not change the calculations for determining the maximum formula amount for reimbursement.