

BOARD OF HIGHER EDUCATION

**REQUEST FOR
BOARD ACTION**

NO.: BHE 26-40

BOARD DATE: February 10, 2026

**APPROVAL OF FISCAL YEAR 2027 RENT SCHEDULE AND OPERATING BUDGETS
MASSACHUSETTS STATE COLLEGE BUILDING AUTHORITY**

MOVED: The Board of Higher Education hereby approves the attached Fiscal Year 2027 Schedule of Proposed Rents and Operating Budget for the Massachusetts State College Building Authority (MSCBA) and State University Residence Halls, effective July 1, 2026, provided that any increase in the rent schedule shall be subject to the approval of the Board of Higher Education.

VOTED: Motion adopted by the BHE on 2/10/2026.

Authority:

Massachusetts General Laws Chapter 73 App., Section 1-9 as amended and the *Contract for Financial Assistance, Management and Services*, dated February 1, 2003, made between the Commonwealth of Massachusetts, acting by and through the Board of Higher Education and the Massachusetts State College Building Authority.

Contact:

Matt Cole, Deputy Commissioner of Administration, Finance, and Operations

BACKGROUND

The Massachusetts State College Building Authority (MSCBA) was established under Chapter 703 of the Acts of 1963. This statute authorizes MSCBA to finance and oversee the design and construction of dormitories, dining facilities, and certain other buildings at nine state universities and 15 community colleges.

The financing and oversight are subject to written approval from the Executive Office of Administration and Finance and the Board of Higher Education. MSCBA is authorized to issue bonds and collect student rents and fees for the operation of student living facilities.

MSCBA uses its rental and fee income to service the debt it incurs to finance its projects. Rent revenues must be sufficient to pay: the cost of maintaining, repairing and operating MSCBA projects; the principal of and interest on bonds issued to finance or refinance such projects; the current operating and administrative expenses of the Authority; and to create and fund reserves for these purposes.

Attachment 4

**VOTE OF THE
MASSACHUSETTS STATE COLLEGE BUILDING AUTHORITY
APPROVING

THE FISCAL YEAR 2027
SCHEDULE OF PROPOSED RENTS AND OPERATING BUDGET
FOR THE AUTHORITY AND STATE UNIVERSITY RESIDENCE HALLS**

VOTED:

The Massachusetts State College Building Authority (the "Authority")
Hereby approves the Schedule of Proposed Rents and Operating Budget for the
Authority and State University Residence Halls for Fiscal Year 2027, attached hereto,
and authorizes Brian P. Golden, Executive Director, to transmit the schedule in
substantially the same form to the Commonwealth's Board of Higher Education.

Approved in Public Meeting of the Authority
January 27, 2026

Attachment 4

MASSACHUSETTS STATE COLLEGE BUILDING AUTHORITY

CERTIFICATE OF VOTE

I, Michael Fallon, Chairman of the Massachusetts State College Building Authority (the "Authority"), a body politic and corporate created by Chapter 703 of the Acts of 1963 of the Commonwealth of Massachusetts, hereby certify that the following is a true copy of the vote taken at a meeting of the Members of the Authority in accordance with the bylaws of the Authority, which meeting was held January 27, 2026 at 11:00 am.

A quorum being present, upon motion duly made and seconded, it was:

VOTED: The Massachusetts State College Building Authority (the "Authority") hereby approves the Schedule of Proposed Rents and Operating Budget for the Authority and State University Residence Halls for Fiscal Year 2027, attached hereto, and authorizes Brian P. Golden, Executive Director, to transmit the schedule in substantially the same form to the Commonwealth's Board of Higher Education.


Michael Fallon (Jan 28, 2026 17:25:39 EST)

By:

Michael Fallon
Chairman

28/01/2026

Dated: January 27, 2026

Attachment 4 - FY2027 Schedule of Proposed Rents and Operating Budget Vote 2026-01-27

Final Audit Report

2026-01-28

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"Attachment 4 - FY2027 Schedule of Proposed Rents and Operating Budget Vote 2026-01-27" History

-  Document created by Kristin Murphy (kmurphy@mscba.org)
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FISCAL YEAR 2027
SCHEDULE OF PROPOSED RENTS AND OPERATING BUDGET
FOR THE AUTHORITY AND STATE UNIVERSITY RESIDENCE HALLS

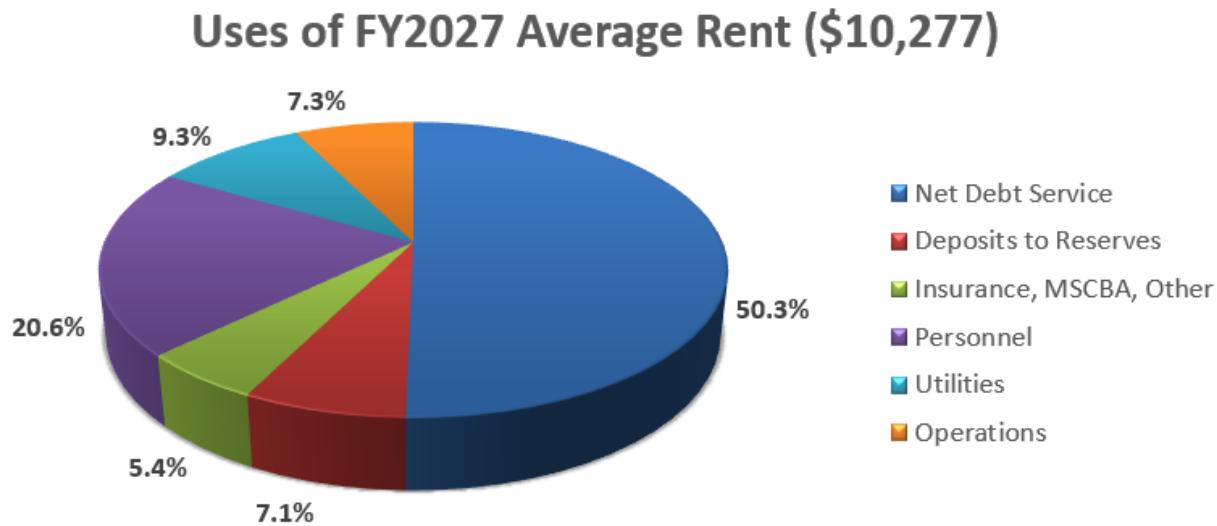
In accordance with the provisions of the Contract for Financial Assistance, Management and Services and pursuant to Section 1-9 of Ch. 703 of the Acts of 1963 as amended, the Massachusetts State College Building Authority (the "Authority") hereby submits its Fiscal Year 2027 Schedule of Proposed Rents and Operating Budget for the Authority and State University Residence Halls.

The Authority ascertains to the Board of Higher Education that the proposed rents generate sufficient revenue to pay Authority expenses, including maintenance, operations, debt service, reserves, and the administration of the Authority, and recommend approval accordingly.

Fiscal Year 2027 Expenditures and Rent Recommendations

Student rents fund the operating costs of the residence halls and mandated obligations associated with financing, managing, and maintaining the residence halls throughout the Commonwealth's 9 state universities. The Authority receives no Commonwealth appropriations for these costs

The recommended schedule of residence hall rents (Schedule 4) averages \$10,277 in FY26. The following chart illustrates the uses of the average rent:



Recommended Rent Increase:

The recommended rent increase for the state university residence halls rents is 3.9% over FY26, or an average increase of \$389 for the academic year.

The table below displays the history of average rent increases since FY21.

Average Rent Increase (based on Designed Beds)

2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
3.1%	1.4%	2.4%	2.3%	3.5%	4.0%	3.9%

Schedules and Attachments

This Schedule of Proposed Rents and Operating Budget is supported by the following schedules:

Schedule 1: Authority Comprehensive Budget – This schedule shows sources of Authority-held revenues derived from State University assessments and other sources and the uses of such funds, including the Authority's operations, debt service payments, and deposits to reserves.

Schedule 2: Authority Operating Budget – This schedule, a subset of Schedule 1, shows the detail of the Authority's FY2026 actual spending through December 31, 2025, and proposed FY2027 operating budget.

Schedule 3: Residence Hall Trust Fund Budget – This schedule is the consolidated residence hall operating budgets, including actual results for FY2025, updated budget for FY2026, and proposed FY2027 budget. Revenues are collected directly by the universities and consist primarily of student rents. Expenditures for residence hall operating expenses and other costs are paid directly by the universities. Schedule 3 includes expenditures for debt service, insurance, MSCBA operations, and deposits to reserves that are assessed by and remitted to the Authority. The schedule also includes beginning and ending residence hall trust fund balances.

Schedule 4: Residence Halls Room Rents – This schedule shows the fall 2025 design occupancy for each residence hall, the FY2026 approved rents for each room configuration, and the proposed rents for FY2027.

Schedule 5: Student Life Project Gross Debt Service Assessments – This schedule shows the gross debt service for Student Life projects. Student Life projects are primarily assessed for debt service. Contributions for capital reserves and insurance premiums are also assessed where applicable.

Schedule 6: Residence Hall Occupancy Rates – This schedule shows the actual residence hall occupancy data for each of the nine state universities for the four most recent fiscal years.

In addition, there are two attachments.

Attachment 1: Residence Hall Policies, Fiscal Year 2027 includes the policy guidelines promulgated by the Authority for the benefit of the residence hall life functions of each state university.

Attachment 2: Residence Hall Preventive Maintenance Guide is the Authority's recommended approach to maintaining and improving the operational efficiency of the residence halls.

Massachusetts State College Building Authority
Schedule 1: Comprehensive Operating Budget

Attachment 4a

Authority assessments and other Authority held revenues against
 Authority operations (Schedule 2), debt service, and deposits to reserves (Schedules 3 and 5).

Revenues and expenditures/deposits to reserves for fiscal year 2027 are projected to be balanced at approx. \$110 million.

	FY25 Actual	FY 26 Updated	FY 27 Proposed
REVENUES			
Assessment Revenues	\$ 114,986,268	\$ 113,652,398	\$ 116,192,012
Residence - Gross DS & Other	87,112,228	85,712,829	88,658,601
Student Life Gross DS & Other	27,874,040	27,939,569	27,533,411
Debt Service Credits	(7,687,064)	(6,390,468)	(5,938,136)
DSRF Interest Earnings and Corpus Releases	(4,647,275)	(3,867,741)	(4,293,230)
Build America Bonds Subsidy	(1,778,744)	(\$1,672,727)	(\$1,644,906)
Capitalized Interest and Other	(1,261,045)	(850,000)	-
Net Assessment Revenues	\$107,299,204	\$107,261,930	\$110,253,876
Other Revenues	450,000	450,000	450,000
DSRF Interest Earnings for Supplemental System CIR Deposits	450,000	450,000	450,000
TOTAL REVENUES	\$107,749,204	\$107,711,930	\$110,703,876
EXPENDITURES & DEPOSITS TO RESERVES			
Operating Expenses	\$5,005,773	\$4,923,621	\$5,747,578
Authority Operating Budget (excl. Capital*)	2,911,622	2,717,915	3,127,413
Property and Liability Insurance	2,094,152	2,205,706	2,620,164
Net Debt Service & Deposits to Reserves	\$102,913,162	\$102,594,032	\$104,926,594
Net Debt Service Due	91,833,300	91,158,596	93,019,955
System Capital Improvement Reserve	5,156,874	5,281,691	5,576,696
Supplemental System Capital Improvement Reserve	450,000	450,000	450,000
Campus Project Capital Reserve	4,072,988	4,303,744	4,479,942
Multipurpose Reserve	400,000	400,000	400,000
Supplemental Reserve	1,000,000	1,000,000	1,000,000
TOTAL EXPENDITURES & DEPOSITS TO RESERVES	\$107,918,935	\$107,517,652	\$110,674,171
Revenues Minus Expenditures & Reserves	(\$169,731)	\$194,278	\$29,705
<i>Change/Revenues</i>	-0.16%	0.18%	0.03%
<i>Debt Service/Expenditures & Reserves</i>	85.1%	84.8%	84.0%
<i>Management Fee Transfers for PM Salary & Expense</i>	\$876,003	\$804,640	\$848,245

Massachusetts State College Building Authority

Schedule 2: Authority Operating Budget

A subset of "Schedule 1" which shows detail of Authority salary and other operating expenditures.

In fiscal 2027 the budget is projected to be \$3.97 million, inclusive of capital spending, a 8% increase from the fiscal year 2026 approved budget.

Expenditure Category	FY25				FY26				FY27		
	Board Approved	Actual	\$ Change (vs. FY25 Approved)	% Change (vs. FY25 Approved)	Board Approved	Projected	\$ Change (FY26 Approved vs. FY26 Projected)	% Change (FY26 Approved vs. FY26 Projected)	Proposed	\$ Over/Under FY6 Approved	% Over/Under FY26 Approved
Authority Operating Salary	1,587,296	1,645,921	58,624	4%	1,634,675	1,395,790	(238,885)	-17%	1,758,708	124,033	7%
Salary & Taxes (a)	1,450,619	1,544,065	93,445	6%	1,513,349	1,290,290	(223,059)	-17%	1,637,140	123,791	8%
Medical & Dental Insurance	136,677	101,856	(34,821)	-25%	121,326	105,500	(15,826)	-15%	121,568	242	0%
Consultants	322,222	332,611	10,390	3%	365,074	360,818	(4,257)	-1%	389,000	23,926	6%
Consultant Services	95,000	83,837	(11,163)	-12%	118,750	116,139	(2,611)	-2%	125,000	6,250	5%
Contract Services	154,832	185,775	30,942	20%	170,315	168,670	(1,646)	-1%	185,000	14,685	8%
Trustee Services	72,389	63,000	(9,389)	-13%	76,009	76,009	0	0%	79,000	2,991	4%
Legal & Accounting	255,000	516,244	261,244	102%	296,500	397,475	100,975	25%	370,000	73,500	20%
Legal Services	115,000	352,142	237,142	206%	149,500	212,675	63,175	30%	215,000	65,500	30%
Accounting Services	140,000	164,102	24,102	17%	147,000	184,800	37,800	20%	155,000	8,000	5%
Occupancy Expense	320,000	310,447	-9,553	-3%	336,000	336,000	-	0%	352,800	16,800	5%
Rent & Utilities	320,000	310,447	(9,553)	-3%	336,000	336,000	-	0%	352,800	16,800	5%
Authority Administrative Expense	213,046	106,398	-106,648	-50%	228,091	227,832	(259)	0%	256,905	28,815	11%
Authority Expense (b)	95,000	52,598	(42,402)	-45%	99,750	95,000	(4,750)	-5%	110,000	10,250	9%
Software	50,000	11,110	(38,890)	-78%	55,000	55,000	-	0%	68,000	13,000	19%
Office Supplies	6,000	3,528	(2,472)	-41%	6,300	6,300	-	0%	6,550	250	4%
Subscription & Publication Fees	9,200	3,497	(5,703)	-62%	9,660	14,032	4,372	31%	10,143	483	5%
Telephone & Data Services	37,846	31,545	(6,301)	-17%	41,631	41,000	(631)	-2%	43,712	2,082	5%
Office Equipment (computer/furniture)	15,000	4,121	(10,879)	-73%	15,750	16,500	750	5%	18,500	2,750	15%
Authority Capital Salary+Costs	745,511	876,003	130,491	18%	804,640	635,429	(169,212)	-27%	848,245	43,605	5%
Salary & Taxes	690,558	693,975	3,416	0%	722,635	570,429	(152,206)	-27%	758,300	35,665	5%
Medical & Dental Insurance	54,953	78,100	23,148	42%	82,005	65,000	(17,005)	-26%	89,946	7,940	9%
Staff Extension - Project Mgmt		103,928	103,928		-	-	-	-	-	-	-
Operating Budget Inclusive of Capital	3,443,076	3,787,624	344,549	10%	3,664,980	3,353,343	-311,637	-9%	3,975,659	310,679	8%
Operating Budget Exclusive of Capital (c)	2,697,564	2,911,622	214,057	8%	2,860,340	2,717,915	-142,425	-5%	3,127,413	267,073	9%

(a) Includes temporary post-retiree position.

(b) Include professional development, tuition reimbursement, mileage reimbursement not related to project management, and other administrative expenses.

(c) This is the amount included in the semi-annual assessments and is used in Schedule 1 of the Rent Certificate.

Massachusetts State College Building Authority
Schedule 3: Aggregate Residence Halls Budget

Consolidated residence hall annual operating budgets. Revenues are collected directly by the universities and consist primarily of student rents. Building operating expenditures and other operating costs are paid directly by the universities. Expenditures for debt service, MSCBA operating, insurance, and deposits to reserves are typically assessed by and remitted to the Authority.

Revenues for fiscal year 2027 are projected to be \$140.2 million and total expenditures at \$141.4 million, yielding a potential ending fund balance of \$13.2 million, dependent on the outcome of the FY26 actuals. The ending Residence Hall Trust Fund balance is projected to be 9.7% of prior year expenditures.

	FY25 Actual (\$)	FY26 Update (\$)	FY27 Proposed (\$)	FY27/26 Variance (\$)	FY27/26 Variance (%)
OPENING FUND BALANCE a/o JULY 1 (RHTF)	\$29,386,613	\$20,836,215	\$14,948,728	(\$5,887,487)	-28.3%
REVENUES					
Academic Year Revenue (net of grants)	123,495,519	126,184,837	132,016,489	5,831,652	4.6%
Summer Rental and Conference	2,795,028	2,713,359	2,321,222	(392,137)	-14.5%
University Support for Projects	525,000	1,065,000	566,000	(499,000)	-46.9%
Other Income	4,048,553	3,444,437	3,080,801	(363,636)	-10.6%
Housing Grants	(4,478,264)	(5,032,441)	(5,101,871)	(69,430)	1.4%
Federal/State Aid to Support the Operating Reserve	8,324	-	-		
University Support for the Operating Reserve	6,023,817	9,770,000	7,352,590	(2,417,410)	-24.7%
TOTAL REVENUES	\$132,417,978	\$138,145,191	\$140,235,231	\$2,090,040	1.5%
EXPENDITURES					
Building Expenses	\$53,231,060	\$53,335,705	\$56,142,833	\$2,807,127	5.3%
Salary & Benefits	27,388,356	29,397,736	31,032,307	1,634,570	5.6%
Operations & Maintenance	11,510,146	10,457,264	10,542,491	85,227	0.8%
Energy/Sewer & Water	13,271,704	12,654,548	13,601,979	947,431	7.5%
Administrative & Technology	1,060,854	826,157	966,056	139,899	16.9%
MSCBA Residence Hall Assessments	81,723,147	83,359,049	85,298,687	\$1,939,638	2.3%
Original System Assessment	17,757,764	17,942,105	18,537,892	595,787	3.3%
System Repair Assessment	18,285,206	17,119,332	18,652,788	1,533,456	9.0%
Campus Assessment	50,903,583	51,463,852	51,357,372	(106,480)	-0.2%
Debt Service Reserve Funds, BABS, Cap-I, etc.	(5,223,406)	(3,166,241)	(3,249,366)	(83,125)	2.6%
TOTAL EXPENDITURES	\$134,954,207	\$136,694,754	\$141,441,519	\$4,746,766	3.5%
Change in Net Position	(\$2,536,229)	\$1,450,438	(\$1,206,288)	(\$2,656,726)	-183.2%
RHTF Utilized - Building Improvements	(2,700,000)				
Project Funds Transfer	(2,234,636)	(7,337,925)	(500,000)	6,837,925	-93.2%
ENDING FUND BALANCE a/o June 30 (RHTF)	\$20,836,215	\$14,948,728	\$13,242,439	(\$1,706,288)	-11.4%
<i>Fund Balance / Prior Year Expenditures</i>	17.0%	11.1%	9.7%		
DESIGN OCCUPANCY TOTAL	16,616	16,616	16,616	-	0.0%
System Beds (built prior to CY 2000)	9,809	9,809	9,809	-	0.0%
Campus Beds (built in or after CY 2000)	6,807	6,807	6,807	-	0.0%

Massachusetts State College Building Authority

Schedule 4: Residence Halls Room Rents

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Bridgewater State	3,298		
Great Hill - RA	3	11,740	12,327
Great Hill - Singles	195	11,740	12,327
Miles-Dinardo - RA	12	9,528	9,909
Miles-Dinardo - Singles	13	10,136	10,491
Miles-Dinardo - Doubles	369	9,528	9,909
Pope - RA	9	8,892	9,114
Pope - Singles	5	9,619	9,895
Pope - Doubles	172	8,892	9,114
Scott - RA	8	8,892	9,114
Scott - Singles	3	9,619	9,895
Scott - Doubles	141	8,892	9,114
Shea/Durgin - RA	20	8,892	9,114
Shea/Durgin - Singles	2	9,619	9,895
Shea/Durgin - Doubles	638	8,892	9,114
Woodward - RA	6	8,636	8,981
Woodward - Enhanced Housing Option	0	8,722	9,027
Woodward - Doubles	225	8,636	8,981
SUBTOTAL - SYSTEM	1,821		
Stonehouse (East) Hall - RA	7	9,741	10,033
Stonehouse (East) Hall - Singles	157	11,245	11,582
Stonehouse (East) Hall - Doubles	136	9,741	10,033
Crimson Hall - RA	7	10,214	10,674
Crimson Hall - Singles	93	11,824	12,415
Crimson Hall - Doubles	308	10,214	10,674
Pope & Scott Addition - Doubles	269	8,892	9,114
Weygand Hall - RA	12	10,377	10,792
Weygand Hall - Singles	96	12,012	12,613
Weygand Hall - Doubles	392	10,377	10,792
SUBTOTAL - CAMPUS	1,477		

Massachusetts State College Building Authority

Schedule 4: Residence Halls Room Rents

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Fitchburg State	1,705		
Apartments - RA	3	10,396	10,916
Apartments - Singles	186	10,396	10,916
Aubuchon Suites - RA	10	8,083	8,406
Aubuchon Suites - Premium Singles (Doubles as Singles)	0	10,114	10,519
Aubuchon Suites - Doubles	315	8,083	8,406
Herlihy - RA	4	6,998	6,998
Herlihy - Singles	3	8,404	8,404
Herlihy - Designed Premium Singles	1	10,350	10,868
Herlihy - Premium Singles (Doubles as Singles)	8	8,890	8,890
Herlihy - Doubles and Triples as Singles	0	8,404	8,404
Herlihy - Doubles	114	9,500	9,975
Herlihy - Triples	24	6,998	6,998
Mara - RA	9	8,083	8,406
Mara - Singles	3	9,460	9,838
Mara - Premium Singles (Doubles as Singles)	0	10,414	10,819
Mara - Doubles	316	8,083	8,406
Mara 1-2 A/C Standard Double	0	8,478	8,817
Mara 1-2 A/C Designed Single	0	9,861	10,256
Mara 1-2 A/C Premium Single	0	10,839	11,272
Russell - RA	12	7,424	7,721
Russell - Singles	14	8,915	9,272
Russell - Single Suites	12	9,460	9,838
Russell - Designed Premium Single w/ Bath	9	9,439	9,817
Russell - Doubles & Triples as Singles	0	8,915	9,817
Russell - Doubles	244	7,424	7,721
Russell - Double Suites	110	8,083	8,406
Russell - Triples	34	7,424	7,721
Russell - Triple Suites	10	8,083	8,406
SUBTOTAL - SYSTEM	1,441		
Cedar Street House - RA	1	9,802	10,194
Cedar Street House - Singles	27	9,802	10,194
Mara Village Expansion - RA	2	8,478	8,817
Mara Village Expansion - Singles	2	9,861	10,256
Mara Village Expansion - Premium Singles (Doubles as Singles)	0	10,839	11,272
Mara Village Expansion - Doubles	100	8,478	8,817
Simonds Hall - Singles	132	10,396	10,916
Simonds Hall - Designed Premium Singles	0	11,122	11,567
SUBTOTAL - CAMPUS	264		

Massachusetts State College Building Authority

Schedule 4: Residence Halls Room Rents

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Framingham State	1,972		
Corinne - RA	16	8,790	9,720
Corinne - Singles	32	9,610	10,560
Corinne - Premium Singles (Doubles as Singles)	34	11,790	12,800
Corinne - Doubles as Singles	0	11,790	12,800
Corinne - Doubles	422	8,790	9,720
Horace Mann - RA	3	8,790	9,720
Horace Mann - Singles	98	9,610	10,560
Horace Mann - Premium Singles (Doubles as Singles)	0	11,790	12,800
Horace Mann - Doubles	6	8,790	10,230
Horace Mann - Jr. Suite Singles	4	10,110	11,070
Horace Mann - Jr. Suite Premium Singles (Doubles as Singles)	0	12,290	13,320
Horace Mann - Jr. Suite Doubles	8	9,290	10,230
Larned - RA	10	8,790	9,720
Larned - Premium Singles (Doubles as Singles)	0	12,290	13,320
Larned - Doubles	306	9,290	10,230
Larned - Triples	30	9,290	10,230
Larned - Quads	16	9,290	10,230
Linsley- RA	5	8,790	8,790
Linsley - Singles	2	9,890	9,890
Linsley - Premium Singles (Doubles as Singles)	0	12,290	12,290
Linsley - Doubles	70	9,290	9,290
Linsley - Suites Premium Singles (Doubles as Singles)	0	13,290	13,290
Linsley - Suites Doubles	80	10,290	10,290
Peirce - RA	3	8,790	9,720
Peirce - Singles	87	9,610	10,560
Peirce - Premium Singles (Doubles as Singles)	0	11,790	12,800
Peirce - Doubles	14	8,790	9,720
SUBTOTAL - SYSTEM	1,246		
Mary Miles Bibb Hall - RA	10	9,390	9,730
Mary Miles Bibb Hall - Singles	16	11,390	11,790
Mary Miles Bibb Hall - Suite Singles	0	11,390	11,790
Mary Miles Bibb Hall - Suite Premium Singles (Doubles as Singles)	0	14,390	14,880
Mary Miles Bibb Hall - Suite Doubles	184	11,390	11,790
Mary Miles Bibb Hall - Conjoined Premium Singles (Doubles as Singles)	0	13,390	13,850
Mary Miles Bibb Hall - Conjoined Doubles	200	10,390	10,760
West Hall - RA	9	9,390	9,730
West Hall - Singles	35	11,390	11,790
West Hall - Premium Singles (Doubles as Singles)	0	13,390	13,850
West Hall - Doubles	272	10,390	10,760
SUBTOTAL - CAMPUS	726		

Massachusetts State College Building Authority

Schedule 4: Residence Halls Room Rents

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Mass College of Art & Design	919		
Smith - RA	4	13,150	13,676
Smith - Singles	8	13,150	13,676
Smith - Build-up Singles as Doubles	0	10,925	11,362
Smith - Doubles	96	11,580	12,043
Smith - Build-up Doubles as Triples	0	10,445	10,863
Smith - Kitchen Singles	2	13,450	13,988
Smith - Kitchen Doubles	6	12,555	13,057
Smith - Build-up Kitchen Doubles as Triples	0	11,580	12,043
SUBTOTAL - SYSTEM	116		
Artists' Residence - RA	8	16,145	16,791
Artists' Residence - Singles	166	16,145	16,791
Artists' Residence - Singles as Doubles (Build-Up)	0	12,495	12,995
Artists' Residence - Doubles	136	14,405	14,981
Artists' Residence - Doubles as Triples	0	11,910	12,386
Treehouse - RA	10	16,145	16,791
Treehouse - Singles (incl. floors 11/12)	20	16,145	16,791
Treehouse - Doubles as Singles	0	14,405	14,981
Treehouse - Doubles (incl. floors 11/12)	200	14,405	14,981
Treehouse - Triples (incl. floors 11/12)	60	11,910	12,386
Treehouse -Premium - Singles - Floors 4-10	21	16,036	16,517
Treehouse -Premium - Doubles - Floors 4-10	140	16,036	16,517
Treehouse -Premium - Triples - Floors 4-10	42	16,036	16,517
Treehouse -Premium Singles Floors 11&12	0	15,092	15,545
Treehouse -Premium Doubles Floors 11&12	0	15,092	15,545
Treehouse -Premium Triples Floors 11&12	0	15,092	15,545
Treehouse -Premium Singles - Floors 11&12	0	16,036	15,545
Treehouse -Premium Doubles - Floors 11&12	0	16,036	15,545
Treehouse -Premium Triples - Floors 11&12	0	16,036	15,545
Premium - Standard Avg. - Floors 11 & 12	0	15,092	15,545
SUBTOTAL - CAMPUS	803		

Massachusetts State College Building Authority**Schedule 4: Residence Halls Room Rents**

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Mass College of Liberal Arts	1,026		
Berkshire - RA	8	5,000	5,000
Berkshire - Standard Singles	0	9,850	10,535
Berkshire - Doubles as Singles	0	10,450	11,180
Berkshire - Doubles	304	9,250	9,895
Flagg Townhouses - RA	8	5,000	5,000
Flagg Townhouses- Standard Singles	0	10,550	11,285
Flagg Townhouses - Doubles as Singles	0	11,150	11,930
Flagg Townhouses - Doubles	460	9,950	10,645
Flagg Townhouses - Premium Doubles (Triples as Doubles)	0	10,550	11,285
Hoosac - RA	7	5,000	5,000
Hoosac - Standard Singles	0	9,850	10,535
Hoosac - Doubles as Singles	0	10,450	11,180
Hoosac - Doubles	239	9,250	9,895

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Mass Maritime Academy	1,506		
Companies 1-6	SUBTOTAL - SYSTEM	1,032	9,198
		1,032	9,336
Companies 1-2 Expansion		168	9,198
Emory Rice Hall		72	9,198
Company 4 Build Over		234	9,198
	SUBTOTAL - CAMPUS	474	9,336
		474	9,336

Massachusetts State College Building Authority

Schedule 4: Residence Halls Room Rents

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Salem State	1,926		
Bowditch - RA	9	12,534	12,785
Bowditch - Apartments	3	12,534	12,785
Bowditch - Premium Singles	0	12,534	12,785
Bowditch - Doubles	264	9,958	10,157
Peabody - RA	10	12,534	12,785
Peabody - Apartments	3	12,534	12,785
Peabody - Doubles	309	9,958	10,157
Peabody - Doubles as Singles	0	12,534	12,785
SUBTOTAL - SYSTEM	598		
Atlantic Hall - RA	9	13,447	13,717
Atlantic Hall - Singles	165	13,447	13,717
Atlantic Hall - Doubles	278	12,517	12,767
Marsh Hall - RA	15	13,843	14,120
Marsh Hall - Apartments	5	13,843	14,120
Mash Hall - Doubles as Singles	0	13,843	14,120
Marsh Hall - Doubles and Triples	503	11,175	11,399
Forten Hall - RA	10	11,995	12,235
Forten Hall - Apartments	3	11,995	12,235
Forten Hall - Singles	8	11,995	12,235
Forten Hall - Doubles	282	11,439	11,667
Forten Hall - Suite Doubles	38	11,714	11,948
Forten Hall - Suite Singles	12	11,995	12,235
SUBTOTAL - CAMPUS	1,328		

Massachusetts State College Building Authority

Schedule 4: Residence Halls Room Rents

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Westfield State	2,680		
Apartments - RA	6	9,030	9,300
Apartments - Singles	90	9,530	10,300
Apartments - Deluxe/Premium Singles	0	11,030	12,300
Apartments - Doubles	168	9,030	9,300
Apartments - Triples	6	9,030	9,300
Courtney - RA	11	9,030	9,300
Courtney - Singles	0	9,530	10,300
Courtney - Premium Singles	5	11,030	12,300
Courtney - Doubles	356	9,030	9,300
Courtney - Triples	96	9,030	9,300
Courtney - Quads	0	9,030	9,300
Davis - RA	8	9,030	9,300
Davis - Singles	6	9,530	10,300
Davis - Premium Singles	0	11,030	12,300
Davis - Doubles	244	9,030	9,300
Davis - Triples	0	9,030	9,300
Davis - Quads	8	9,030	9,300
Dickinson - RA	8	9,030	9,300
Dickinson - Singles	7	9,530	10,300
Dickinson - Premium Singles	0	11,030	12,300
Dickinson - Doubles	260	9,030	9,300
Dickinson - Quads	0	9,030	9,300
Lammers - RA	8	9,030	9,300
Lammers - Singles	6	9,530	10,300
Lammers - Premium Singles	0	11,030	12,300
Lammers - Doubles	264	9,030	9,300
Lammers - Triples	33	9,030	9,300
Scanlon - RA	10	9,030	9,300
Scanlon - Singles	6	9,530	10,300
Scanlon - Doubles	66	9,030	9,300
Scanlon - Triples	160	9,030	9,300
Scanlon - Quads	34	9,030	9,300
SUBTOTAL - SYSTEM	1,866		
New Hall - RA	9	9,030	9,300
New Hall - Singles	160	9,530	10,300
New Hall - Premium Singles	0	11,030	12,300
New Hall - Doubles	234	9,030	9,300
University Hall - RA	9	9,030	9,300
University Hall - Singles	38	9,530	10,300
University Hall - Premium Singles	0	11,030	12,300
University Hall - Doubles	364	9,030	9,300
SUBTOTAL - CAMPUS	814		

Massachusetts State College Building Authority**Schedule 4: Residence Halls Room Rents**

Certified Fall 2025 design occupancy and proposed rents for fiscal year 2027 for both "system" and "campus" beds. Reflects base room rent for the Residence Hall Trust Fund. Auxiliary and other fees not shown.

	Fall 2025 Design Occupancy	FY26 Approved Rent (\$)	FY27 Approved Rent (\$)
Worcester State	1,584		
Chandler Village - RA	12	9,800	10,200
Chandler Village - Singles	212	10,100	10,500
Chandler Village - Doubles	196	9,100	9,500
Dowden Hall - RA	8	9,800	10,200
Dowden Hall - Singles	5	9,800	10,200
Dowden Hall - Doubles	230	8,800	9,200
SUBTOTAL - SYSTEM	663		
Dowden Hall Expansion - RA	5	9,800	10,200
Dowden Hall Expansion - Singles	10	9,800	10,200
Dowden Hall Expansion - Doubles	158	8,800	9,200
Wasylean Hall - RA	10	9,800	10,200
Wasylean Hall - Singles	122	10,600	11,000
Wasylean Hall - Doubles	216	9,600	10,000
Sheehan Hall - RA	12	9,800	10,200
Sheehan Hall - Singles	36	10,400	10,800
Sheehan Hall - Doubles	352	9,400	9,800
SUBTOTAL - CAMPUS	921		
Total System Beds		9,809	
Total Campus Beds		6,807	
Total Design Occupancy		16,616	

Massachusetts State College Building Authority**Schedule 5: Student Life Gross Debt Service**

A subset of Schedule 1, Student Life project assessments are primarily for debt service, but final contributions for capital reserves, insurance, and Authority operations are assessed where applicable. Gross Debt Service; does not reflect BABs subsidy offset.

Bridgewater State

Project	Bond Issuance	Ownership	Debt Service
East Campus Dining	99-1, 03B, 20A, 24A	Authority	710,206
Swenson Athletic Facility	09C, 20A, 24A	Commonwealth	385,888
East Campus Parking Garage	10B, 20A, 24A	Authority	1,023,755
University Park	12A, 19C, 20A, 24A	Commonwealth	44,435
Rondileau Campus Center	12C, 20A, 22A	Commonwealth	371,374
Welcome Center	12C, 20A, 22A	Commonwealth	277,610
Tower Parking Lot	06A, 12B, 14D, 19C, 20A, 24A	Commonwealth	2,528
		Debt Service	2,815,797

Fitchburg State

Project	Bond Issuance	Ownership	Debt Service
Hammond Campus Center	10B, 20A, 24A	Commonwealth	1,676,455
Hammond Campus Center	12C, 20A, 22A	Commonwealth	719,711
Parking	12C, 20A, 22A	Commonwealth	250,903
Hammond Campus Center	14A, 20A, 24A	Commonwealth	204,280
Hammond Campus Center	14B, 20A, 24A	Commonwealth	616,881
Landry Arena	17A, 20A, 24A	Commonwealth	400,142
132 Highland Avenue	17B, 20A, 24A	Authority	168,647
Holmes Dining	19A, 20A, 24A	Commonwealth	134,436
Recreation Center	19A, 20A, 24A	Commonwealth	103,822
Hammond Campus Center	12A, 19C, 20A, 24A	Commonwealth	313,693
Athletic Fields	05A, 12B, 20A, 24A	Commonwealth	83,061
Holmes Dining	05A, 06A, 12B, 20A, 24A	Commonwealth	97,171
		Debt Service	4,769,201

Massachusetts State College Building Authority
Schedule 5: Student Life Gross Debt Service

Framingham State

Project	Bond Issuance	Ownership	Debt Service
Crocker Hall	10B, n/a	Commonwealth	49,193
Hemenway Science Center	10B, n/a	Commonwealth	1,630,150
Union Avenue Parking/Athletic	03A, 11A, 12B, 20A, 24A	Commonwealth	105,457
Hemenway Center	12C, 20A, 22A	Commonwealth	149,993
McCarthy Campus Center	12C, 20A, 22A	Commonwealth	117,489
Franklin Street Parking	12C, 20A, defeased, 22A	Authority	275,568
Parking	14A, 20A, defeased	Authority	13,411
Maple Street Athletic	14A, 20A, 24A	Commonwealth	71,462
Maple Street Athletic	14C, 20A, 24A	Commonwealth	21,258
Salem End/Parking	14C, 20A, 24A	Authority	81,385
860 Worcester Road	15A, 20A, 24A, 25A	Authority	60,031
Warren Conference Center	15A, 20A, 24A, 25A	Authority	175,581
McCarthy Campus Center	08A, 16A, 20A, 24A, 25A	Commonwealth	20,477
Adams Road Land Acquisition	09A, 16A, 20A, 24A, 25A	Commonwealth	29,584
Parking Garage	09A, 16A, 20A, 24A, 25A	Commonwealth	546,484
Danforth Art Museum	17B, 20A, 24A	Authority	207,650
McCarthy Dining	19A, 20A, 24A	Commonwealth	77,929
Athletic Fields	19A, 20A, 24A	Commonwealth	51,710
McCarthy Campus Center	05A, 06A, 12B, 20A, 24A	Commonwealth	407,722
	Debt Service		4,092,532

Massachusetts College of Art & Design

Project	Bond Issuance	Ownership	Debt Service
Kennedy Campus Center	99-1, 03B, 20A, 24A	Commonwealth	246,602
Center for Design + Media Enabling	14A, 20A, 24A	Commonwealth	89,617
Center for Design + Media	14B, 20A, 24A	Commonwealth	619,368
Center for Design + Media (DCAMM)	14B, 20A, 24A	Commonwealth	341,757
Kennedy Campus Center	09A, 16A, 20A, 24A, 25A	Commonwealth	813,467
MassArt Art Museum	17C, 20A, 24A	Commonwealth	541,446
Tower Building	12A, 19C, 20A, 24A	Commonwealth	204,001
	Debt Service		2,856,258

Massachusetts State College Building Authority
Schedule 5: Student Life Gross Debt Service

Massachusetts College of Liberal Arts

Project	Bond Issuance	Ownership	Debt Service
Amsler Campus Center	09C, 20A, 24A	Commonwealth	40,473
277 Ashland Street	09C, 20A, 24A	Commonwealth	86,962
Athletic Facilities	12C, 20A, 22A	Commonwealth	59,282
Parking	12C, 20A, 22A	Commonwealth	18,792
Theater	12C, 20A, 22A	Commonwealth	13,130
Amsler Campus Center	15A, 20A, 24A, 25A	Commonwealth	76,468
Amsler Campus Center	19A, 20A, 24A	Commonwealth	67,099
Tennis Courts	06A, 12B, 14D, 19C, 20A, 24A	Commonwealth	4,502
Amsler Campus Center	21B, n/a	Commonwealth	63,900
Athletic Fields	23A, n/a	Commonwealth	
		Debt Service	
			115,275
			545,883

Massachusetts Maritime Academy

Project	Bond Issuance	Ownership	Debt Service
Admirals' Hall	12C, 20A, 22A	Commonwealth	227,749
Marine Dock	12C, 20A, 22A	Commonwealth	247,549
Taylor Road Parking	12C, 20A, 22A	Authority	95,050
Wastewater Treatment Plant	12C, 20A, 22A	Commonwealth	123,759
Mess Deck Expansion	14A, 20A, 24A	Commonwealth	420,258
Fantail Student Lounge	22A, 22A	Commonwealth	
		Debt Service	
			177,049
			1,291,413

Salem State

Project	Bond Issuance	Ownership	Debt Service
Central Campus Parking	04A, 11A, 20A, 24A	Commonwealth	611
Canal Street Parking	14A, 20A, 24A	Commonwealth	21,051
Property Acquisition / Dining Hall Roof	14A, 20A, 24A	Commonwealth	44,047
Mainstage Auditorium	14A, 20A, 24A	Commonwealth	178,135
One Stop Student Center	14A, 20A, 24A	Commonwealth	21,758
Public Safety	14A, 20A, 24A	Commonwealth	208,442
Viking Hall Café	14A, 20A, 24A	Salem State College Assistance Corp (SSCAC)	142,733
66-68 Loring Avenue	14B, 20A, 24A	Foundation	3,388
North Campus Transportation Center	14B, 20A, 24A	Authority	1,719,409
Marsh Hall Dining	09A, 16A, 20A, 24A, 25A	Authority	1,016,691
O'Keefe Fitness Center	12A, 19C, 20A, 24A	Commonwealth	677,541
Baseball/Tennis	06A, 12B, 14D, 19C, 20A, 24A	Salem State College Assistance Corp	1,042
O'Keefe Athletic Field	05A, 12B, 20A, 24A	Commonwealth	
		Debt Service	
			879
			4,035,727

Massachusetts State College Building Authority
Schedule 5: Student Life Gross Debt Service

Westfield State

Project	Bond Issuance	Ownership	Debt Service
Tim & Jeanne's Dining	10B, 20A, 22A, 24A	Commonwealth	529,436
Juniper Park School	14B, 20A, 24A	Commonwealth	54,932
Science Center	14B, 20A, 24A	Commonwealth	992,883
Ely Wellness Center	12A, 19C, 20A, 24A	Commonwealth	345,763
	Debt Service		1,923,015

Worcester State

Project	Bond Issuance	Ownership	Debt Service
Athletic Facility	12C, 20A, 22A	Commonwealth	788,326
Sheehan Dining Hall	12C, 20A, 22A	Commonwealth	314,296
Parking Garage	06A, 12B, 14D, 19C, 20A, 24A	Authority	535,347
	Debt Service		1,637,969

Bunker Hill Community College

Project	Bond Issuance	Ownership	Debt Service
Learning and Resource Center	CC3	Commonwealth	2,037,050
	Debt Service		2,037,050

Mount Wachusett Community College

Project	Bond Issuance	Ownership	Debt Service
Science Center	CC1, CC3	Commonwealth	227,250
Student Lounge	CC2	Commonwealth	204,323
	Debt Service		431,573

TOTAL STUDENT LIFE

Debt Service	26,436,419
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Massachusetts State College Building Authority**Schedule 6: Residence Hall Occupancy Rates**

	Academic Years				Fall 2025
	2021- 2022	2022- 2023	2023- 2024	2024- 2025	
Bridgewater State	81.2%	88.6%	91.2%	92.3%	100.8%
Fitchburg State	57.8%	52.3%	58.2%	56.9%	55.7%
Framingham State	64.0%	63.9%	62.6%	64.4%	67.6%
Mass. College of Art and Design	97.9%	100.9%	99.9%	98.6%	96.8%
Mass. College of Liberal Arts	42.6%	42.2%	42.6%	37.8%	35.6%
Mass. Maritime Academy	94.5%	87.0%	79.2%	88.2%	94.4%
Salem State	63.1%	79.1%	75.8%	78.6%	77.5%
Westfield State	66.4%	66.4%	62.1%	65.3%	70.0%
Worcester State	77.6%	84.2%	84.2%	80.6%	85.3%
<i>Total Occupancy Rate</i>	<i>71.4%</i>	<i>74.5%</i>	<i>73.7%</i>	<i>74.9%</i>	<i>78.3%</i>

MASSACHUSETTS STATE COLLEGE BUILDING AUTHORITY
RESIDENCE HALL AND STUDENT LIFE PROJECT POLICIES
FISCAL YEAR 2027

1. That the Contract for Financial Assistance, Management and Services, dated February 1, 2003, as amended, is made between The Commonwealth of Massachusetts (the "Commonwealth"), acting by and through the Board of Higher Education (the "Board") established under Chapter 15A of the General Laws of the Commonwealth, and the Massachusetts State College Building Authority (the "Authority"), a body politic and corporate and public instrumentality of the Commonwealth established under Chapter 703 of the Acts of 1963 of the Commonwealth (as amended, the "Act"), which contract governs the financial relationship between the Authority and the Universities.
2. That rent revenues must be sufficient to pay: the cost of maintaining, repairing and operating Authority projects; the principal of and interest on bonds issued to finance or refinance such projects; the current operating and administrative expenses of the Authority; and to create and fund reserves for these purposes. Further, consistent with the foregoing requirements, there should be a reasonable uniformity in charges for like accommodations.
3. That the Universities shall remit payments to the Trustee as assessed by the Authority in the fall and spring of each year, as required by the Trust Agreements.
4. That residence hall occupancy agreements issued in the fall semester shall typically be written for an entire academic year. The MSCBA shall be given the opportunity to participate in the review of waivers requested by students who intend to remain enrolled at the institution.
5. That assessments for System projects shall be no less than the calculation produced from an equal distribution of occupancy across System and Campus beds.
6. That those Universities with building occupancies of over 100% of design occupancy verify conformance with the applicable building code relative to life safety and sanitation requirements and make any necessary adjustments to either the building or number of residents. The MSCBA will assist with architectural and code consultants when requested.
7. That the System debt is allocated based on design occupancy for System projects at that University.
8. That rent rates shall be adjusted in instances where planned occupancy differs from the design occupancy of a certain room. For example, there shall be a premium rent charged when one student occupies a double room (except in cases of medical accommodations); similarly, there shall be a discount to the normal rent when there is an increase in the occupancy of a room (such as three students assigned to a double room).
9. That rent increases on existing beds to support future debt service costs for a new capacity or renovation project shall be limited to the residence halls at the University where the project is located.
10. That any changes in use, treatment, or configuration of residence hall space must be reviewed with the Authority. Payments in lieu of student occupancy must be from sources other than room rent and sufficient to cover MSCBA system-wide costs reasonably allocated to the building.

11. That the MSCBA recommends that the nine state Universities adopt and publish written policies regarding restrictions on student-owned furniture, microwave ovens, refrigerators, and other electrical appliances/equipment.
12. That the Authority shall be notified in a timely manner of incidents in its facilities that may result in a property or liability insurance claim.
13. That the campuses understand and acknowledge that the attached "Massachusetts State College Building Authority Residence Hall Preventive Maintenance Guide" shall be used as a guide in the performance of routine corrective and preventive maintenance, as funded by the residence hall operating budget (Schedule 3).
14. That any changes in personnel shall be reviewed by the MSCBA, with the exception of backfilling positions within the same fiscal year of their vacancy.
15. That the Universities develop a methodology to determine the proper allocation of utility expenses charged to the Residence Hall Trust Fund, and that the methodology is reviewed during the Annual Rent Schedule process.
16. For new MSCBA-owned student life projects placed in service after July 1, 2021, the capital improvement reserve assessment (unless waived in the BHE Contract) will be calculated based on:
 - a. 1.5% of replacement value for locations under \$5M on the Schedule of Values for the property insurance
 - b. 1% of replacement value for locations \$5M or over on the Schedule of Values for the property insurance

Attachment 2

MASSACHUSETTS STATE COLLEGE BUILDING AUTHORITY
RESIDENCE HALL PREVENTIVE MAINTENANCE GUIDE

The following guide is a suggested approach in addressing the process and procedures associated with maintaining and improving the operational efficiency of MEP systems.

A well-executed PM program is at the core of achieving:

- Sustainable operational efficiencies
- Equipment life cycle expectancy
- Improved comfort of the building's occupants
- Reduced disruptions from preventable equipment or system failures
- Reduced energy costs
- An accurate database which is always current and will provide all stakeholders a historical record of achievement

As with most guides, the following recommendations are not all inclusive and each facility may need to modify or customize these tasks. We have purposely not included those systems and equipment which would be considered regulatory, non-discretionary or life safety systems such as: fire alarm, elevator, sprinkler, etc.

Finally, we recognize that certain skill sets are required for even the most basic types of PM tasks and it is important to ensure that every individual performing any task is properly trained and is equipped with the right tools to carry out the identified task. All too often an assumption is made that every employee is capable of performing a PM task but unfortunately, has never been properly shown how to actually do the job correctly. Ensure every individual is properly trained.

Daily:

- Check the BAS frontend for any building systems that are in alarm or may have been manually overridden. This should be checked first thing in the morning and also before leaving for the day. Document all findings.
- Perform a quick walk-through of all mechanical spaces looking for anything that may appear problematic. Document all findings.
- Note and log all pump pressures and system temperatures which can be used to help identify system problems. Replace all thermometers and pressure gauges that are broken. Make sure the right pressure or temperature range unit is installed. Document all findings.
- While performing daily tasks, observe the ceiling diffusers and return grills throughout the dormitories looking at the color of the immediate area of the duct outlet. If it's dirty then the filters are probably bad and the air handler coil needs to be cleaned. Document all findings.

Weekly:

- Inspect air compressors and receivers. Check oil levels and drains. Document all findings.
- Conduct a thorough walk-through and inspect all mechanical and HVAC equipment including roof area. Document all findings.
- Test and run emergency generator and check battery electrolyte level. Make sure coolant level and oil level are also checked. Document all findings.

Monthly:

- Make sure all pumps and equipment are rotated. Equipment that was in service should now be taken off line. Listen and check to make sure rotated equipment is functioning correctly. Some campuses have the equipment cycled automatically but they should all be checked and verified that the change-over occurred. Document all findings.
- Although some facilities leave the off line pumps and systems lined up to run, all valves on both the suction and discharge side of every pump should be opened and closed to cycle the valve ensuring the valve operates freely. Document all findings.
- Verify that any water chemistry additives are being maintained for all hot and chill water systems and that glycol levels are at the required specification. Document all findings.

Air Handlers: Document all findings**Monthly**

- Inspect checking for proper operation.
- Check filters and replace as needed.
- Check controls.

Annually

- Check all dampers and controls.
- Inspect coils (heating and cooling). Clean as necessary.
- Inspect cabinet and plenum box. Clean as necessary.
- Inspect fan belts and tension. If belt needs to be changed, then change out the entire set and not just one belt.
- Lubricate all bearings.
- Lubricate all damper linkages
- Verify fresh air inlet screen is not blocked
- Inspect motor controller and wiring
- Check all doors and access panels
- Clean drain pan and make sure drain is free and clear (sanitize if necessary)
- Verify unit operates correctly after servicing

Chillers: Document all findings (chiller repairs and or service is typically outsourced)**Monthly**

- Inspect system checking for proper operation
- Check compressor oil level
- Verify water treatment and glycol levels are correct
- Check chill water pump operation is satisfactory
- Check pump coupling
- Lubricate as necessary

Annually

- Inspect chiller condenser tubes and clean
- Have approved contractor perform system start-up and shut-down
- Have superheat checked for proper refrigerant charge

Cooling Towers: Document all findings

Monthly

- Inspect for proper operation
- Verify spray nozzles are not plugged
- Verify water treatment is at proper specifications
- Inspect sump for cleanliness
- Check condenser water pumps and couplings
- Lubricate as necessary

Annually

- Drain sump and clean
- Wash down media
- Check cooling tower fan motor
- Check and replace fan belts as needed
- Lubricate all shaft bearings
- Check float linkage assembly

DX (Direct Expansion) Units: Document all findings

Monthly

- Inspect condenser and evaporator for proper operation
- Check insulation on line set
- Make sure condenser coil is clear of grass clippings etc.
- Check damper operation
- Lubricate louver linkages
- Inspect ductwork and insulation

Annually

- Clean condenser coil (make sure a fin comb is used when straightening out damaged fins)
- Inspect and clean evaporator coil if needed
- Inspect motor controls and wiring
- Verify superheat or subcool temperatures are correct indicating proper refrigerant charge
- Check all controls
- Check dampers operation
- Lubricate bearings
- Check and replace fan belts as needed
- After servicing unit, check for proper operation
- On units with natural gas fired heaters, verify combustion chamber is in good condition with no cracks

Hot Water Heating Boilers: Document all findings

Monthly

- Inspect for proper operation
- Blow down boiler
- Check and test safety controls
- Observe boiler flame and check for proper operation
- Verify water treatment is at specification
- Check all temperatures and pressures

Annually

- Drain and flush clean waterside
- Inspect firebox
- Clean tubes as necessary
- Prepare boiler for annual inspection (if needed).
- Inspect and lubricate fan motor
- Lubricate all linkages
- Operate and cycle all valves
- Check all electrical connections
- Check all pump couplings
- Lubricate pump motors as needed
- Check pump seals
- Check combustion efficiency

Domestic Hot Water Boilers: Document all findings

Monthly

- Inspect for proper operation
- Check discharge temperature
- Check mixing valve
- Check circulating pump

Annually

- Drain sediment off the bottom of tank
- Cycle all valves on tank assembly
- Verify all supply valves are operational and backflow preventers have been serviced

Building Automation System (BAS): Document all findings

Monthly

- Check alarm report history and identify units or systems that frequently go in and out of alarm.
Print out monthly report and put into a BAS binder.
- Write down any system problems that occur
- On air operated controls, check for air leaks and repair as necessary
- Check building space set points during occupied and unoccupied times

Annually

- Verify all sensors are reading accurately
- Verify all controls are functioning
- Have controls provider look at alarm history and correct obvious programming problems
- On all air operated controls, verify proper operation
- Stroke all actuators and verify damper operation. Quite often, the "U" bolt is slipping on the shaft and the damper doesn't move.
- Check time of day schedule and make sure it's accurate

Student Room Fan Coil Units: Document all findings

Biannually (2X's/yr when students are on vacation. Start at top floor and work way down)

- Open FCU cover and observe condition of coil element, drain pan, water valves, blower motor and wall board
- Vacuum entire coil assembly being careful not to damage coil fins
- Use a coil brush to clean loose dirt from face of coil
- Vacuum the rest of the unit and remove any debris
- Vacuum the drain pan and suck out any excess debris or material from pan and especially drain pipe connection
- Use a solution of self-rinsing coil cleaner, READ DIRECTIONS ON SOLUTION CLEANER for proper mix ratio (some can be used straight from jug) and spray liberally onto coil face. If coil is excessively dirty, two applications may be needed. AGAIN READ DIRECTIONS
- Apply a biocide and mildewcide to the pan area. They also sell pan tablets that can be inserted into the pan and left there once cleaned
- Flush pan and ensure the drain is free and clear and the water flows freely down the drain. IT IS IMPORTANT TO DETERMINE THAT WATER WILL NOT REMAIN IN PAN AND WILL FLOW DOWN THE DRAIN
- If any of the surrounding sheetrock, wallboard or carpet area show evidence of mold or has a musty odor, they must be either removed or properly treated. Typically, sheetrock needs to be replaced
- After cleaning, turn unit on, listen and observe the blower motor and that air flow is discharging through cleaned coil face
- Replace cover and proceed to next unit

Cabinet Heaters, Fan Powered Terminal Boxes: Document all findings

Monthly

- Verify units are operational
- Verify air movement

Annually

- Vacuum all coil and element faces
- Clean coils and elements as needed
- Check controls

Exhaust Fans: Document all findings

Monthly

- Verify all exhaust fans are functioning properly (simply tear off a single sheet of toilet paper and place over exhaust duct grill face. If the paper cannot stay in place and falls, then the system should be checked out) An exhaust duct grill face will typically appear to look dirtier than the fresh air supply duct grill.

Annually

- Inspect fan assembly for proper operation
- Check controls
- Change fan belts as needed
- Lubricate all bearings

Fin Tube Radiation: Document all findings

Monthly

- Verify units are operational and provide heat. Make sure furniture or drapes are not blocking fin tube
- Ensure that units are properly supported and not damaged

Annually

- Vacuum all heating elements
- Verify zone control valves (manual and automatic) are operational
- Verify all stand-alone self-contained T-stats are functioning

Emergency Lights: Document all findings

Monthly

- Walk throughout the dormitory checking all common areas, corridors, stair wells, etc. and observing the emergency lighting fixture illumination status. Repair/replace as needed

Annually

- Verify satisfactory operation of all emergency lights
- Inspect all battery powered emergency lighting circuits and conduct load test
- Replace batteries as needed

Electrical Distribution System: Document all findings

Only qualified individuals should perform the following tasks.

Annually

- Inspect all panelboards, subpanels, and main distribution switchgear to ensure all doors, locking mechanisms and hardware are in place and operational
- Make sure all knockouts and removed breakers have protective covers in place and live parts are not exposed and have covers

- Perform infrared testing on the electrical gear. Testing should be conducted while circuits are under load and the covers removed. Some organizations refer to infrared testing as a form of Predictive Maintenance. We believe this type of work can be included and considered as a component of Preventative Maintenance as well. We recommend infrared testing be performed every three years
- Verify that all circuits and breakers are properly labeled with load location and do not simply have a “lights or receptacle” designation but an actual room location

Emergency Diesel Generator or Standby Diesel Generator: Document all findings

Weekly

- Verify the diesel generator has been started and unit is left in automatic mode

Quarterly

- Verify diesel generator transfer switch operates on simulated power outage and operates under load

Biannually / Annually

- Ensure outside service provider conducts thorough PM inspection as per service contract

Lawn Irrigation Systems: Document all findings (If a sub-meter is used, make sure a reading is obtained)

Weekly

- Verify the sprinkler heads are operational
- Verify the rotational arc is correct for the area to be irrigated
- Verify the time of day clock is functioning
- Verify the irrigation duration period is correct

Spring

- At system start-up, ensure that all supply lines and branch circuits have not been damaged during the winter months (burst or broken)
- Verify all heads are operational
- Check operation of all isolation and zone valves
- Verify time clock is programmed correctly
- Monitor one cycle of watering

Fall

- When winterizing, shut all water supply lines and open all drains in the system
- Use compressed air to blow out all branch lines and heads
- Cycle zone valves at master and watch air blow out at each zone head
- Get water sub-meter final reading

The Following General Housekeeping and Light Maintenance Activities have been added to this PM Guide to remind all facilities personnel of the importance of addressing all areas in campus buildings in a timely manner.

Common Areas: Document all findings

Daily

- Clean / mop / vacuum common area floors and hallways
- Clean and disinfect common area bathrooms
- Sweep building entrances and walkways (as needed)
- Collect and empty trash containers
- Replace or report broken light bulbs
- Remove / clear ice and snow from walkways and building entrances (as needed)
- Report any and all items that require repairs or maintenance
- Report any unusual noises coming from mechanical rooms

Biannually or during semester break

- Inspect all student room bathrooms for leaks on faucets, showers or toilets. Report all deficiencies
- Inspect condition of all student room furniture and window treatments. Report all deficiencies
- Inspect all common area appliances. Report all deficiencies
- Check all door hardware and door operating mechanisms. Report all deficiencies

Annually

- Vacuum all heating fin tube radiation elements in student rooms and common areas
- Inspect student rooms walls and ceilings. Report all deficiencies, (paint and repair as needed)
- Inspect and test all operable windows in student rooms and common areas. Report all deficiencies
- Replace all batteries in all electronic devices; CO detectors, plumbing fixtures, etc. (document)
- Report all damaged equipment and furniture
- Report on all inoperable lighting fixtures and systems

Outside Service Providers: (typical)

The following list of building equipment is usually performed by a 3rd party because of either regulatory requirements or specialized skill sets of the provider. This list is NOT all inclusive or complete.

1. Portable Fire Fighting Extinguishers
2. Fire Alarm Systems
3. Fire Sprinkler Pumps and Systems
4. Emergency Generators
5. Major Mechanical Equipment (chillers, boilers, pumps & water chemistry)
6. Elevator Systems
7. Dumpster and Trash removal
8. Laundry Equipment

9. Vending Machines
10. Rodent and Pest Control
11. Snow Removal
12. Safety and Security
13. Locksmith

FY 27 Rent Certificate & Budget Approval



Board of Higher Education

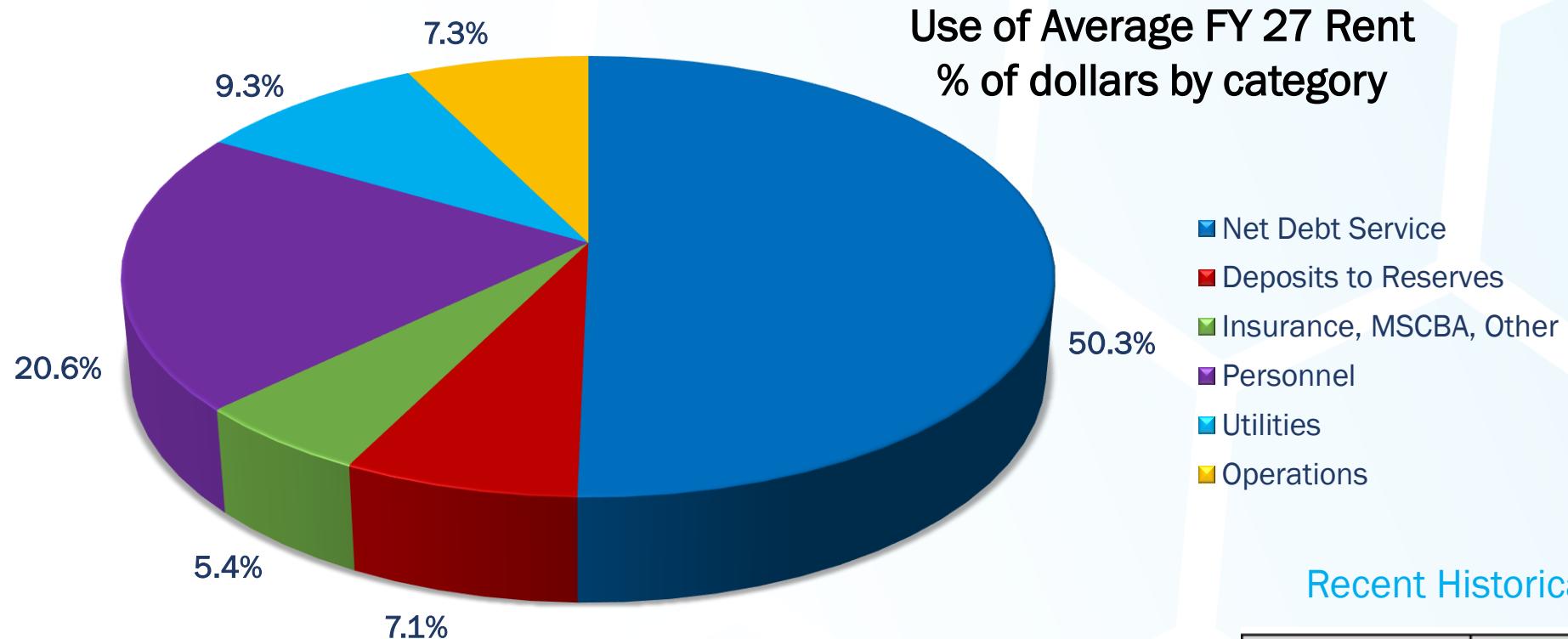
MASSACHUSETTS STATE COLLEGE BUILDING AUTHORITY

Annual Rent Setting and Budget Approval Process/Timeline

- **September 2025:** Proforma documents sent out to campuses
- **November 1, 2025:** universities return draft budgets to MSCBA
- **November 15, 2025:** MSCBA finalizes rent recommendations upon final review with universities
- **December 2025:** MSCBA compiles all nine state university operational housing budgets
- **January 27, 2026:** Approval by MSCBA Board
- **Submission to Board of Higher Education (BHE) by February 1st**
 - BHE has until March 31st to formally approve. If not voted on by the BHE by March 31st, the Rent Certificate will be automatically approved (as per the Contract for Financial Assistance)

**This process and associated deadlines are prescribed in the agreement between BHE and the Authority*

Average Rent for FY2027 = \$10,277

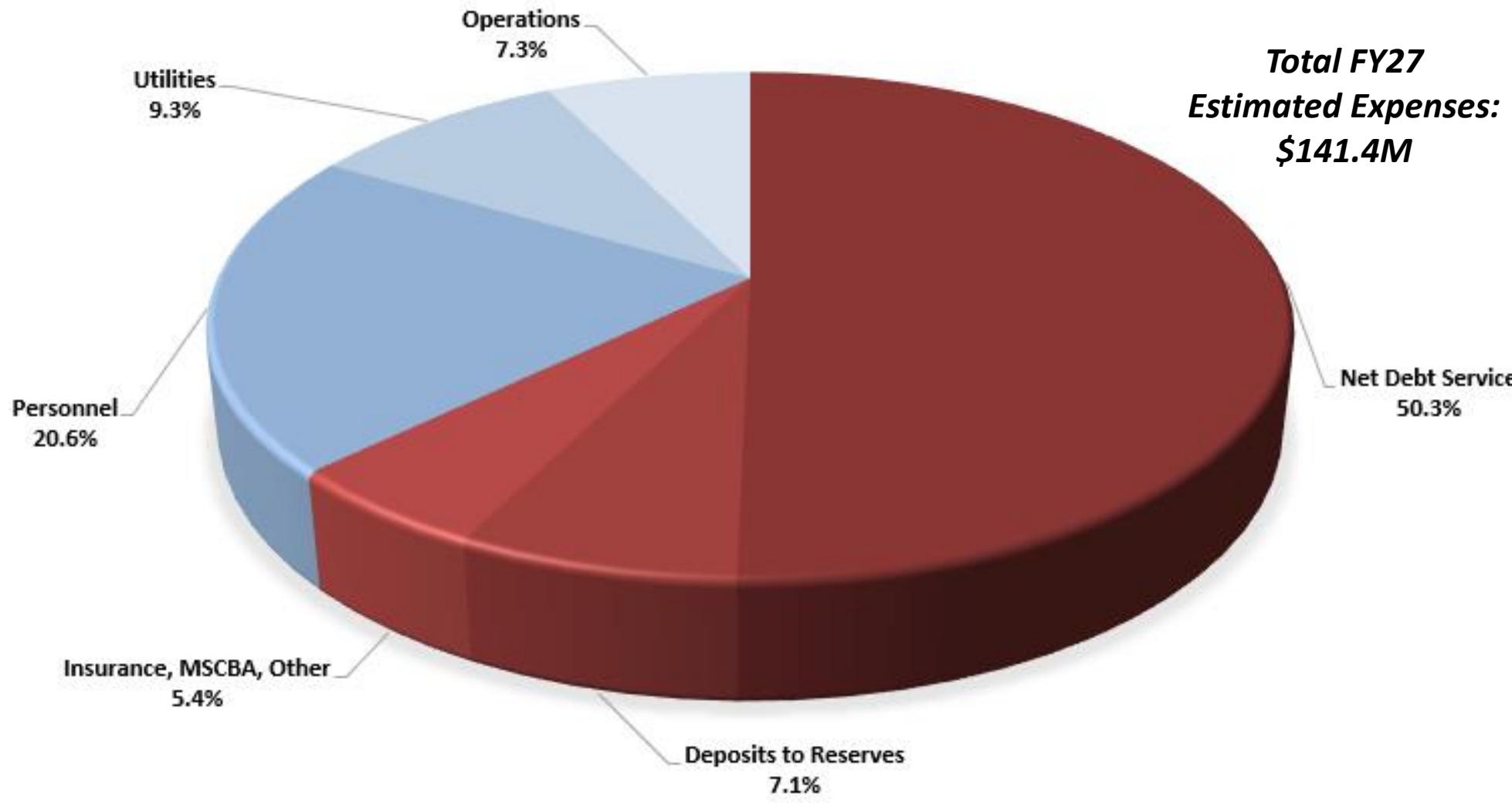


Increase over
FY 26
3.9%
\$385

Residence Hall Trust Fund Budget: Schedule 3

	FY25 Actual (\$)	FY26 Update (\$)	FY27 Proposed (\$)	FY27/26 Variance (\$)	FY27/26 Variance (%)
OPENING FUND BALANCE a/o JULY 1 (RHTF)	\$29,386,613	\$20,836,215	\$14,948,728	(\$5,887,487)	-28.3%
REVENUES					
Academic Year Revenue (net of grants)	123,495,519	126,184,837	132,016,489	5,831,652	4.6%
Summer Rental and Conference	2,795,028	2,713,359	2,321,222	(392,137)	-14.5%
University Support for Projects	525,000	1,065,000	566,000	(499,000)	-46.9%
Other Income	4,048,553	3,444,437	3,080,801	(363,636)	-10.6%
Housing Grants	(4,478,264)	(5,032,441)	(5,101,871)	(69,430)	1.4%
Federal/State Aid to Support the Operating Reserve	8,324	-	-		
University Support for the Operating Reserve	6,023,817	9,770,000	7,352,590	(2,417,410)	-24.7%
TOTAL REVENUES	\$132,417,978	\$138,145,191	\$140,235,231	\$2,090,040	1.5%
EXPENDITURES					
Building Expenses	\$53,231,060	\$53,335,705	\$56,142,833	\$2,807,127	5.3%
Salary & Benefits	27,388,356	29,397,736	31,032,307	1,634,570	5.6%
Operations & Maintenance	11,510,146	10,457,264	10,542,491	85,227	0.8%
Energy/Sewer & Water	13,271,704	12,654,548	13,601,979	947,431	7.5%
Administrative & Technology	1,060,854	826,157	966,056	139,899	16.9%
MSCBA Residence Hall Assessments	81,723,147	83,359,049	85,298,687	\$1,939,638	2.3%
Original System Assessment	17,757,764	17,942,105	18,537,892	595,787	3.3%
System Repair Assessment	18,285,206	17,119,332	18,652,788	1,533,456	9.0%
Campus Assessment	50,903,583	51,463,852	51,357,372	(106,480)	-0.2%
Debt Service Reserve Funds, BABS, Cap-I, etc.	(5,223,406)	(3,166,241)	(3,249,366)	(83,125)	2.6%
TOTAL EXPENDITURES	\$134,954,207	\$136,694,754	\$141,441,519	\$4,746,766	3.5%
Change in Net Position	(\$2,536,229)	\$1,450,438	(\$1,206,288)	(\$2,656,726)	-183.2%
RHTF Utilized - Building Improvements	(2,700,000)				
Project Funds Transfer	(2,234,636)	(7,337,925)	(500,000)	6,837,925	-93.2%
ENDING FUND BALANCE a/o June 30 (RHTF)	\$20,836,215	\$14,948,728	\$13,242,439	(\$1,706,288)	-11.4%
<i>Fund Balance / Prior Year Expenditures</i>	17.0%	11.1%	9.7%		
DESIGN OCCUPANCY TOTAL	16,616	16,616	16,616	-	0.0%
System Beds (built prior to CY 2000)	9,809	9,809	9,809	-	0.0%
Campus Beds (built in or after CY 2000)	6,807	6,807	6,807	-	0.0%

Total Estimated Residence Hall Expenses



RED categories represent expenses that are assessed/paid by MSCBA - reflected in schedule 1

BLUE categories represent operational expenses that remain in the Residence Hall Trust Fund and are paid directly by the University

Operating Budget Revenues (Schedule 1)

	FY25	FY 26	FY 27
	Actual	Updated	Proposed
<u>REVENUES</u>			
Assessment Revenues	\$ 114,986,268	\$ 113,652,398	\$ 116,192,012
Residence - Gross DS & Other	87,112,228	85,712,829	88,658,601
Student Life Gross DS & Other	27,874,040	27,939,569	27,533,411
Debt Service Credits	(7,687,064)	(6,390,468)	(5,938,136)
DSRF Interest Earnings and Corpus Releases	(4,647,275)	(3,867,741)	(4,293,230)
Build America Bonds Subsidy	(1,778,744)	(\$1,672,727)	(\$1,644,906)
Capitalized Interest and Other	(1,261,045)	(850,000)	-
Net Assessment Revenues	\$107,299,204	\$107,261,930	\$110,253,876
Other Revenues	450,000	450,000	450,000
DSRF Interest Earnings for Supplemental System CIR Deposits	450,000	450,000	450,000
TOTAL REVENUES	\$107,749,204	\$107,711,930	\$110,703,876

Total Authority Operating Expenses (Schedule 1)

	FY25	FY 26	FY 27
	Actual	Updated	Proposed
EXPENDITURES & DEPOSITS TO RESERVES			
Operating Expenses	\$5,005,773	\$4,923,621	\$5,747,578
Authority Operating Budget (excl. Capital*)	2,911,622	2,717,915	3,127,413
Property and Liability Insurance	2,094,152	2,205,706	2,620,164
Net Debt Service & Deposits to Reserves	\$102,913,162	\$102,594,032	\$104,926,594
Net Debt Service Due	91,833,300	91,158,596	93,019,955
System Capital Improvement Reserve	5,156,874	5,281,691	5,576,696
Supplemental System Capital Improvement Reserve	450,000	450,000	450,000
Campus Project Capital Reserve	4,072,988	4,303,744	4,479,942
Multipurpose Reserve	400,000	400,000	400,000
Supplemental Reserve	1,000,000	1,000,000	1,000,000
TOTAL EXPENDITURES & DEPOSITS TO RESERVES	\$107,918,935	\$107,517,652	\$110,674,171
Revenues Minus Expenditures & Reserves	(\$169,731)	\$194,278	\$29,705
<i>Change/Revenues</i>	-0.16%	0.18%	0.03%
<i>Debt Service/Expenditures & Reserves</i>	85.1%	84.8%	84.0%
<i>Management Fee Transfers for PM Salary & Expense</i>	<i>\$876,003</i>	<i>\$804,640</i>	<i>\$848,245</i>

MSCBA Operating Budget

MSCBA Operating Budget FY 26 Updates

FY 26 Budget estimated to close at 5% UNDER Approved

Legal

- FY 26 expenses are projected to close 30% higher than board approved amount

Staffing

- Savings on salary and benefits costs based on vacancies and benefit elections of new employees

Other Savings Strategies

- Review all operational contracts and re-bid to achieve savings where possible
 - Approx. \$20k savings so far for year
- Strategic use of existing resources
 - Reduced cost of Windows 11 conversion from \$18k to \$2k

Authority Operating Budget (Schedule 2)

Expenditure Category	FY25	FY26		FY27		
	Board Approved	Board Approved	Projected	Proposed	\$ Over/Under FY6 Approved	% Over/Under FY26 Approved
Authority Operating Salary	1,587,296	1,634,675	1,395,790	1,758,708	124,033	7%
Consultants	322,222	365,074	360,818	389,000	23,926	6%
Legal & Accounting	255,000	296,500	397,475	370,000	73,500	20%
Occupancy Expense	320,000	336,000	336,000	352,800	16,800	5%
Authority Administrative Expense	213,046	228,091	227,832	256,905	28,815	11%
Authority Capital Salary+Costs	745,511	804,640	635,429	848,245	43,605	5%
Operating Budget Inclusive of Capital	3,443,076	3,664,980	3,353,343	3,975,659	310,679	8%
Operating Budget Exclusive of Capital (c)	2,697,564	2,860,340	2,717,915	3,127,413	267,073	9%

MSCBA Operating Budget Recommendation

Key Considerations (FY27 Proposed vs. FY26 Approved)

- Legal/Accounting
 - Legal
 - FY 26 projected to close at 30% over budget –after much higher costs in FY 25
 - FY 27 allocation at FY 26 projected amount (30% increase)
 - Accounting
 - Current increase on costs to prepare internal audit, procurement ahead
- Staffing
 - GIC projected increase to Health Insurance Premiums is an average of 12.5%
 - 5% placeholder pool for salary increases (*includes COLA and merit adjustments*)
- Technology
 - Contract escalation for IT Vendor (NetCov): 10% (Approx. \$15k)
 - Document archiving (Approx \$10k)
 - Needed investments to protect security of network/website

FY27 Recommended Increase over FY26 Board Approved:
\$265,000 (9%)

FY 27 Budget and Rent Cycle Summary

- Anticipated revenues are sufficient to meet all ongoing expenses in FY27
- Trust Fund requirement of a minimum of 5% of prior year expenses is met by the proposed residence hall operating budgets
 - **Proposed to close at 11% Trust Fund Balance for FY27**
- Average rent increase is **3.9% (\$385)** across the 9 state university campuses
- Recommended MSCBA operating budget is **9%** over FY26 board approved budget
- Annual (all campuses as a % of design)– has stabilized at **74% (3 year average)**
- Opportunities with the proposed higher education bond bill (the **BRIGHT Act**) will aid in the development of adaptive reuse strategies for underutilized housing capacity



MASSACHUSETTS STATE COLLEGE BUILDING AUTHORITY