

ATTACHMENT E

**ARCHITECT CERTIFICATION REGARDING THE RS MEANS
COST ESTIMATION ANALYSIS**

The undersigned (Architect) has completed a cost estimate for _____ (the "Development") employing the RS Means Costworks program or the RSMeans Square Foot Cost Book, and has attached a copy of the RS Means Cost Analysis Reporting Form hereto as Exhibit 1. The undersigned certifies under pains and penalties of perjury that such costs accurately and appropriately reflect the specifications and costs of the Development, and acknowledges that the Subsidizing Agency reserves the right to request clarification, modification, and/or additional evidence or justification of data included in the RS Means Cost Analysis Reporting Form attached hereto.

Name/Signature: _____

As Architect of Record for the Project _____

Exhibit 1
to
ATTACHMENT E

RS MEANS COST ANALYSIS REPORTING FORM

See Excel Spreadsheet

**Exhibit 2
to
ATTACHMENT E**

Instructions to Architect for Completion of RS Means Cost Estimation Analysis

This is an outline of the procedure to be followed in preparing the required RS Means cost estimate of your 40B development, as required under the Comprehensive Permit Rules and explained further in Section V of the Inter-Agency Rental Cost Certification Guidance (the "Guidance").

RS Means is a Massachusetts based company that provides various cost estimating tools. The tools you may use for this task are either the latest annual edition of the publication RS Means Residential Cost Data (commonly referred to as the "Square Foot Cost Book") or the on-line RS Means Costworks program. The Square Foot Cost Book includes instructions for preparing a pencil and paper square foot cost estimate. The on-line Costworks currently allows a 7-day free trial for preparing an equivalent square cost estimate. Either is acceptable.

The instructions below assume you will be using the on-line Costworks program. The results of your Costworks analysis will be inserted into the spreadsheet at Exhibit 1 (RS Means Cost Analysis Reporting Form).

If you are preparing an estimate for the first time you should familiarize yourself with the program by reviewing the on-line tutorial. Before commencing you should collect information required in the estimate for each building type. That includes the following:

Labor type	Standard Union or Open Shop
Data Release	This should be the quarter of the start of construction
Location	Select the closest Massachusetts city/region
Wall Framing type	Select the predominant wall type
Area	The gross square footage of finished area.
Perimeter	Lineal feet of the building perimeter
Stories	Select the predominant number of stories
Story height	Select the average story height
Contractor fees	Use Zero (fees will be calculated later)
Architectural Fees	Use zero
User Fees	Use zero
Include basement	Select appropriate choice

Enter the collected information in the program. An initial cost will be calculated. Proceed to section 2A Building Additives and include the appropriate number of appliances and other specialized equipment appropriate to your building. You now should have a

completed estimate for one building type. The free trial does not allow you to save the estimate, but it can be printed out.

Proceed to create similar estimates for each building type in your project. When all types have been completed you should be able to add them together to calculate a preliminary total structure cost. This is reported in Section I of Exhibit 1.

The next task is to add the site development costs. You should use the same cost that you report as total development costs on Attachment A (Schedule of Actual and Budgeted Development Costs) to the cost certification. These are reported in Section II of Exhibit 1.

You are now ready to complete Section III of Exhibit 1. First, calculate and add the general contractor fee percentage. Use the percentage from your development, which must not exceed 14% under the cost certification guidelines. This will result in a total RS Means total construction cost. This should be compared to the certified cost of your development. The Guidance mandates that your allowable costs can be no more than 10% above the RS Means total construction cost. **If your actual costs are more than 10% above the RS Means costs you must proceed to Step IV and prepare an explanation for the increased costs as outlined in Section V of the Guidance.**