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|---|---|
| District: | Ashburnham-Westminster Regional School District |
| School Name: | Meetinghouse School |
| Recommended Category: | Project Funding Agreement |
| Date: | October 22, 2025 |

**Recommendation**

That the Executive Director be authorized to enter into a Project Funding Agreement with the Ashburnham-Westminster Regional School District (the "District") for a roof replacement project at the Meetinghouse School.

| **District Information** | |
|---|---|
| District Name | Ashburnham-Westminster Regional School District |
| Elementary Schools | Briggs Elementary (PK-5)<br>Meetinghouse School (PK-1) |
| Middle School | Overlook Middle School (6-8) |
| High School | Oakmont Regional High School (9-12) |
| Priority School Name | Meetinghouse School |
| Type of School | Elementary School |
| Grades Served | PK-1 |
| Year Opened | 1993 |
| Existing Square Footage | 36,000 |
| Additions | N/A |
| Building Issues | Roof |
| 2024-2025 Enrollment | 210 |

| **MSBA Votes** | |
|---|---|
| Invitation to Participate in the Accelerated Repair Program | October 30, 2024 |
| Project Funding Agreement Authorization | On October 29, 2025 Board agenda |
| Reimbursement Rate | 57.74% |

| **Consultants** | |
|---|---|
| Owner's Project Manager (the "OPM") | AECOM Technical Services, Inc. |
| Designer | CSS Architects, Inc. |

**Discussion**

The Owner's Project Manager ("OPM") and Designer conducted a feasibility analysis of the facility and developed a Schematic Design, including a proposed scope of work, schedule, and estimated budget. The District's Designer, CSS Architects, Inc., recommends a roof replacement at the Meetinghouse School. The Designer has confirmed that the proposed roof replacement will comply with the MSBA's sustainability requirements.

MSBA staff reviewed the existing conditions analysis provided by the District's consultants, as well as the proposed schedule. MSBA staff also discussed the proposed scope and budget with the District and its consultants. The District has provided a Total Project Budget of $2,551,814, which includes a construction cost of $1,996,365. Construction costs include the following components:

- $1,922,808 for installation of PVC membrane roofing;
    - $128,308 is ineligible for reimbursement for premium costs associated with copper gutters and standing seam panels.
- $73,557 for solar readiness upgrades.

MSBA staff recommends the Estimated Total Facilities Grant and the Maximum Total Facilities Grant, as set forth in the table below, subject to MSBA approval and audit:

| **Project Funding Agreement** | |
|---|---|
| Enrollment: 210<br>Total Square Feet: 36,000 | District's Proposed Project Budget |
| Project Budget[1] | $2,442,014 |
| Scope Exclusions/Ineligible Costs[2] | $200,346 |
| Estimated Basis of Total Facilities Grant | $2,241,668 |
| Reimbursement Rate | 57.74% |
| Estimated Maximum Total Facilities Grant[3] | $1,294,339 |
| | |
| Project Contingencies[4] | $109,800 |
| Potentially Eligible Owner's and Construction Contingencies | $93,403 |
| Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5] | $53,931 |
| | |
| Total Project Budget | $2,551,814 |
| Maximum Total Facilities Grant[6] | $1,348,270 |

*[1] Does not include Owner's or Construction Contingencies.*

*[2] Scope exclusions/ineligible costs include new copper gutters, standing seam copper paneling, and soft costs that exceed 20% of the construction budget cap.*

*[3] The "Estimated Maximum Total Facilities Grant" is calculated by applying the reimbursement rate to the "Estimated Basis of Total Facilities Grant". It does not include any grant funds for potentially eligible Owner's or Construction Contingency Expenditures and is subject to MSBA review and audit.*

*[4] Includes eligible and ineligible Owner's and Construction Contingency.*

*[5] The "Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures" is calculated by applying the reimbursement rate to the "Potentially Eligible Owner's and Construction Contingencies."*

*[6] Includes maximum possible Owner's and Construction Contingency grant funds, the final amount of which, if any, shall be determined by the MSBA in accordance with its policies for the determination of eligibility. The MSBA does not anticipate that the District will expend all of its contingency funds on expenses that are eligible for MSBA reimbursement.*