District: Hamilton-Wenham Regional School District
School Name: Hamilton-Wenham Regional High School
Recommended Category: Project Funding Agreement
Date: December 5, 2025

Recommendation

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

MSBA staff also recommends that the Executive Director be authorized to allow the District 140 days to secure funding for the Total Project Budget, effectively extending the 90-day deadline from March 12, 2026, to May 1, 2026.

District Information	
District Name	Hamilton-Wenham Regional School District
Elementary Schools	Bessie Buker ES (K-5) Cutler ES (K-5) Winthrop ES (PK-5)
Middle School	Miles River MS (6-8)
High School	Hamilton-Wenham Regional High School (9-12)
Priority School Name	Hamilton-Wenham Regional High School
Type of School	High School
Grades Served	9-12
Year Opened	1962
Existing Square Footage	125,600
Additions	1999 Renovation
Building Issues	Roof
2024-2025 Enrollment	448

MSBA Votes	
Invitation to Participate in the Accelerated Repair Program	October 30, 2024
Project Funding Agreement Authorization	On December 12, 2025, Board agenda
Reimbursement Rate	45.52%

Consultants	
Owner's Project Manager (the "OPM")	P-3, Inc.
Designer	Gale Associates, 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, Gale Associates Inc., recommends a roof replacement project at the Hamilton-Wenham Regional High School.

The Designer has confirmed that the proposed roof replacement project will comply with the MSBA's sustainability requirements.

MSBA staff reviewed the existing conditions analysis, which was 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 $10,296,345 which includes a construction cost of $9,239,474. Construction costs include the following components:

- $9,194,661 for installation of 60-mil PVC roof membrane;
    - $2,927 is ineligible for reimbursement due to masonry cleaning costs;
- $41,314 for solar readiness upgrades; and
- $3,499 for accessibility compliance upgrades.

The District also proposes a deduct alternate for the following scope of work, which is excluded from the Total Project Budget:

- $408,383 for an elastomeric coating roof restoration for Roof Area E as opposed to installation of new 60-mil PVC roof membrane

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: 448 Existing Square Footage: 125,600	District's Proposed Project Budget
Project Budget[1]	$9,788,174
Scope Exclusions/Ineligible Costs[2]	$2,927
Estimated Basis of Total Facilities Grant	$9,785,247
Reimbursement Rate	45.52%
Estimated Maximum Total Facilities Grant[3]	$4,454,244
Project Contingencies[4]	$508,171
Potentially Eligible Owner's and Construction Contingencies	$508,010
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5]	$231,246
Total Project Budget	$10,296,345
Maximum Total Facilities Grant[6]	$4,685,490

[1]Does not include Owner's or Construction Contingencies.
[2] Scope exclusions/ineligible costs include masonry cleaning costs.
[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.*