District: Town of Northborough
School Name: Marion E. Zeh Elementary School
Recommended Category: Project Funding Agreement
Date: February 18, 2026

Recommendation

That the Executive Director be authorized to enter into a Project Funding Agreement with the Town of Northborough (the "District") for a roof replacement project at the Marion E. Zeh Elementary School.

District Information	
District Name	Town of Northborough
Elementary Schools	Fannie E. Proctor (K-5) Lincoln Street (K-5) Marguerite E. Peaslee (K-5) Marion E. Zeh (K-5)
Middle School	Robert E. Melican (6-8)
High School	N/A
Priority School Name	Marion E. Zeh Elementary School
Type of School	Elementary School
Grades Served	K-5
Year Opened	1950
Existing Square Footage	68,000
Additions	1998 – 30,000 SF
Building Issues	Roof
2025-2026 Enrollment	249

MSBA Votes	
Invitation to Participate in the Accelerated Repair Program	October 30, 2024
Project Funding Agreement Authorization	On February 25, 2026, Board agenda
Reimbursement Rate	48.68%

Consultants	
Owner's Project Manager (the "OPM")	Jones Lang LaSalle Americas, Inc.
Designer	Raymond Design 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, Raymond Design Associates, Inc., recommends a roof replacement project and associated work at the Marion E. Zeh Elementary School. The Designer has confirmed that the proposed roof replacement project and associated work 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 $5,683,152, which includes a construction cost of $4,478,050. Construction costs include the following components:

- $3,916,874 for replacement of roof;
    - $20,292 is ineligible for reimbursement for replacement of rooftop equipment;
- $429,691 for accessibility improvements; and
- $131,484 for solar readiness improvements.

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: 249 Existing Square Footage: 68,000	District's Proposed Project Budget
Project Budget[1]	$5,359,250
Scope Exclusions/Ineligible Costs[2]	$20,292
Estimated Basis of Total Facilities Grant	$5,338,958
Reimbursement Rate	48.68%
Estimated Maximum Total Facilities Grant[3]	$2,599,005
Project Contingencies[4]	$323,902
Potentially Eligible Owner's and Construction Contingencies	$233,240
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5]	$113,541
Total Project Budget	$5,683,152
Maximum Total Facilities Grant[6]	$2,712,546

[1] Does not include Owner's or Construction Contingencies.
[2] Scope exclusions/ineligible costs include ineligible costs for replacement of rooftop equipment.
[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.