District: Town of Southborough
School Name: P. Brent Trottier Middle 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 Southborough (the "District") for a roof replacement project at the P. Brent Trottier Middle School.

District Information	
District Name	Town of Southborough
Elementary Schools	Albert S. Woodward Memorial (2-3) Margaret A. Neary (4-5) Mary E. Finn (PK-1)
Middle School	P. Brent Trottier Middle School (6-8)
High School	N/A
Priority School Name	P. Brent Trottier Middle School
Type of School	Middle School
Grades Served	6-8
Year Opened	1998
Existing Square Footage	128,121
Additions	2002 – additional classrooms and small group spaces
Building Issues	Roof
2025-2026 Enrollment	430

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	41.32%

Consultants	
Owner's Project Manager (the "OPM")	Colliers Project Leaders USA NE, LLC
Designer	Turowski2 Architecture, 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, Turowski2 Architecture, Inc., recommends a roof replacement project and associated work at the P. Brent Trottier Middle 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 $8,833,964 which includes a construction cost of $7,337,191. Construction costs include the following components:

- $7,323,525 for replacement of roof; and
- $13,666 in solar ready 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: 430 Existing Square Footage: 128,121	District's Proposed Project Budget
Project Budget[1]	$8,430,418
Scope Exclusions/Ineligible Costs[2]	$89,744
Estimated Basis of Total Facilities Grant	$8,340,674
Reimbursement Rate	41.32%
Estimated Maximum Total Facilities Grant[3]	$3,446,366
Project Contingencies[4]	$403,546
Potentially Eligible Owner's and Construction Contingencies	$398,664
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5]	$164,728
Total Project Budget	$8,833,964
Maximum Total Facilities Grant[6]	$3,611,094

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

[2] Scope exclusions/ineligible costs include permit fees, and sub-surface drainage.

[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.