District: Town of Winchendon
School Name: Memorial Elementary School
Toy Town Elementary School
Murdock Middle-High 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 Winchendon (the "District") for a roof, window, and door replacement project at the Memorial Elementary School, a roof replacement project at the Toy Town Elementary School, and a roof replacement project at the Murdock Middle-High School.

District Information	
District Name	Town of Winchendon
Elementary School(s)	Memorial Elementary School (PK-2) Toy Town Elementary School (3-5)
Middle School(s)	Murdock Middle-High School (6-12)
High School(s)	Murdock Middle-High School (6-12)

School Information			
School Name	Memorial Elementary School	Toy Town Elementary School	Murdock Middle-High School
Type of School	Elementary School	Elementary School	Middle-High School
Grades Served	PK-2	3-5	6-12
Year Opened	1975	1965	1995
Existing Square Footage	140,000	110,000	210,000
Additions	N/A	N/A	N/A
Building Issues	Roof Windows/Doors	Roof	Roof
2025-2026 Enrollment	245	309	510

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	77.53%

Consultants

Owner's Project Manager (the "OPM")	PCA 360, LLC
Designer	CGKV Architects, Inc.

Discussion

The Owner's Project Manager ("OPM") and Designer conducted a feasibility analysis of each facility and developed Schematic Designs, including proposed scopes of work, schedules, and estimated budgets. The District's Designer, CGKV Architects, Inc., recommends a roof, window, and door replacement project at the Memorial Elementary School, a roof replacement project at the Toy Town Elementary School, and a roof replacement project at the Murdock Middle High School. The Designer has confirmed that the proposed roof replacement projects, and the proposed roof, window, and door replacement project, will comply with the MSBA's sustainability requirements.

MSBA staff reviewed the existing conditions analyses provided by the District's consultants, as well as the District's proposed schedules. MSBA staff also discussed the proposed scopes and budgets with the District and its consultants.

At the Memorial Elementary School, the District has provided a Total Project Budget of $11,623,494, which includes a construction cost of $9,098,615. Construction costs include the following components:

- $3,377,238 for installation of windows and doors;
- $3,475,572 for installation of 80-mil PVC roof membrane;
- $21,998 for solar readiness upgrades; and
- $2,223,807 for accessibility compliance upgrades.

At the Toy Town Elementary School, the District has provided a Total Project Budget of $9,364,675, which includes a construction cost of $7,039,073. Construction costs include the following components:

- $4,986,403 for installation of 80-mil PVC roof membrane;
- $229,163 for solar readiness upgrades; and
- $1,823,507 for accessibility compliance upgrades.

At the Murdock Middle High School, the District has provided a Total Project Budget of $6,881,394, which includes a construction cost of $5,416,206. Construction costs include the following components:

- $5,393,994 for installation of 80-mil PVC roof membrane; and
- $22,212 for solar readiness upgrades.

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

Project Funding Agreement	Memorial Elementary School	Toy Town Elementary School	Murdock Middle-High School
Enrollment	245	309	510
Existing Square Footage	140,000	110,000	210,000
Project Budget[1]	$10,566,812	$8,513,341	$6,255,812
Scope Exclusions/Ineligible Costs[2]	$0	$66,453	$0
Estimated Basis of Total Facilities Grant	$10,566,812	$8,446,888	$6,255,812
Reimbursement Rate	77.53%	77.53%	77.53%
Estimated Maximum Total Facilities Grant[3]	$8,192,449	$6,548,872	$4,850,131
Project Contingencies[4]	$1,056,682	$851,334	$625,582
Potentially eligible owner's and construction contingencies	$500,424	$351,954	$297,891
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5]	$387,979	$272,870	$230,955
Total Project Budget	$11,623,494	$9,364,675	$6,881,394
Maximum Total Facilities Grant[6]	$8,580,428	$6,821,742	$5,081,086

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

[2] Scope exclusions/ineligible costs include 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.