

District: Town of Westford  
 School Name: Norman E. Day School  
 Recommended Category: Project Funding Agreement  
 Date: May 28, 2014

**Recommendation**

That the Executive Director be authorized to enter into a Project Funding Agreement with the Town of Westford for a window/door replacement project at the Norman E. Day School.

The Town of Westford was also invited into the Accelerated Repair Program for a window/door replacement project at the Colonel John Robinson School. The Colonel John Robinson School received Board authorization for a Project Funding Agreement at the March 26, 2014 Board of Directors Meeting. Staff is now recommending that the Norman E. Day School be authorized for a window/door replacement project and be combined with the previously approved Colonel John Robinson School in the same Project Funding Agreement.

<b>District Info</b>	
District Name	Town of Westford
Elementary School(s)	Millennium Elementary School (PK) Colonel John Robinson School (K-2) Nabnasset School (K-2) Rita E. Miller Elementary School (K-2) Abbot Elementary School (3-5) Norman E. Day School (3-5) John A. Crisafulli School (3-5)
Middle School(s)	Lloyd G. Blanchard Middle School (6-8) Stony Brook School (6-8)
High School(s)	Westford Academy (9-12)

<b>School Info:</b>	
School Name	Norman E. Day School
Type of School	Elementary School
Grades Served	3-5
Year Opened	1965
Existing Square Footage	68,000
Additions	2005: One Boiler Replacement 2007: Roof Replacement
Building Issues	Windows
2013-2014 Enrollment	401

<b>MSBA Votes</b>	
Invitation to Feasibility Study	June 5, 2013
Project Funding Agreement Authorization	On June 4, 2014 Board agenda
Reimbursement Rate	45.95%

<b>Consultants</b>	
Owner's Project Manager	Strategic Building Solutions, LLC
Designer	Gale Associates, Inc.

## Discussion

The 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 window/door replacement at the Norman E. Day School. The Designer has confirmed that the windows/doors will be in compliance with the MSBA's sustainability requirements.

MSBA staff reviewed the consultants' existing conditions analysis and proposed schedule provided by the District and have discussed the scope and budget with the District and its consultants. The District has provided a Total Project Budget of \$2,420,502 which includes a construction cost of \$1,703,460. Construction costs include:

- \$110.98/sf for aluminum windows and demolition
- \$182.32/sf for glazed aluminum curtain walls and demolition
- \$103.05/sf for storefront windows and demolition
- \$103.05/sf for translucent glazing window system and demolition
- \$593,128 for abatement and associated work

The District is also proposing deduct alternates which are included in the Total Project Budget:

- \$175,000 for the vestibule and civil work
- \$40,000 for the gymnasium canopy work
- \$9,500 for the handicap ramp work
- \$48,000 for the front entrance canopy and roof replacement

<b>Project Funding Agreement:</b>	District's Total Proposed Budget
Enrollment	401
Total Square Feet	68,000
Project Budget <sup>1</sup>	\$2,077,769
Scope Exclusions/Ineligible Costs <sup>2</sup>	\$306,117
Estimated Basis of Total Facilities Grant	\$1,771,652
Reimbursement Rate	45.95%
Estimated Maximum Total Facilities Grant <sup>3</sup>	\$814,074
Potentially eligible owner's and construction contingencies	\$92,659

Potential additional grant funds for eligible owner's and construction contingency expenditures	\$42,577
Total Project Budget	\$2,420,502
Maximum Total Facilities Grant <sup>4</sup>	\$856,651

<sup>1</sup> Does not include owner's or construction contingencies.

<sup>2</sup> Scope exclusions/ineligible costs include consultant costs in excess of the 20% soft cost cap, construction contingency in excess of the 5% construction budget cap, and owner's contingency in excess of the 2% soft cost cap. Scope exclusions/ineligible costs also include work associated with the vestibule work at the front entrance and the canopy work at the gymnasium entrance as well as associated civil work.

<sup>3</sup> Does not include any grant funds for potentially eligible owner's or construction contingency expenditures; subject to MSBA review and audit.

<sup>4</sup> Includes maximum possible owner's and construction contingency grant funds, the final amount of which, if any, shall be determined by the MSBA in its sole discretion. The MSBA does not anticipate that the District will expend all of its contingency funds on expenses that are eligible for MSBA reimbursement.

MSBA staff recommends an estimated maximum Total Facilities Grant of \$814,074 however, the District may be eligible for up to an additional \$42,577 in grant funds, subject to the MSBA's review and audit of the District's owner's and construction contingency expenditures. Accordingly, staff recommends a Maximum Total Facilities Grant of \$856,651 for the Project Funding Agreement for the window/door replacement project at the Norman E. Day School.