

District: Town of Topsfield
 School Name: Proctor Elementary School
 Steward Elementary School
 Recommended Category: Project Funding Agreement
 Date: May 3, 2017

Recommendation

That the Executive Director be authorized to enter into a Project Funding Agreement with the Town of Topsfield for a roof replacement project at the Proctor Elementary School and a roof replacement project at the Steward Elementary School.

District Info	
District Name	Town of Topsfield
Elementary Schools	Steward Elementary School (PK-3) Proctor Elementary School (4-6)
Middle School	N/A
High School	N/A

School Info		
School Name	Proctor Elementary School	Steward Elementary School
Type of School	Elementary School	Elementary School
Grades Served	4-6	PK-3
Year Opened	1932	1961
Total Building Square Footage	56,144	58,216
Additions	1952, 1974	N/A
Building Issues	Roof	Roof
2016-2017 Enrollment	244	382

MSBA Votes	
Invitation to Participate in the Accelerated Repair Program	May 25, 2016
Project Funding Agreement Authorization	On May 12, 2017 Board agenda
Reimbursement Rate	41.10%

Consultants	
Owner’s Project Manager (the “OPM”)	Compass Project Management
Designer	The S/L/A/M Collaborative

Discussion

The OPM and Designer conducted a feasibility analysis of the facilities and developed schematic designs including proposed scopes of work, schedules, and estimated budgets. The District’s Designer, The S/L/A/M Collaborative, recommends a roof replacement project at the Proctor Elementary School and a roof replacement project at the Steward Elementary School. The Designer has confirmed that the roof replacements will be in compliance with the MSBA’s sustainability requirements.

MSBA staff reviewed the consultants' existing conditions analyses and proposed schedules that were provided by the District. Also, MSBA staff discussed the scopes and budgets with the District and its consultants.

At the Proctor Elementary School, the District has provided a Total Project Budget of \$4,157,264, which includes a construction cost of \$3,325,548. Construction costs include:

- \$930,258 (\$29.20/ft) for a polyvinyl chloride ("PVC") roof
- \$128,264 (\$20.04/ft) for an asphalt shingle roof
- \$19,672 (\$19.94/ft) for an asphalt shingle roof (1998 Section F ineligible for reimbursement)
- \$113,441 (\$43.99/ft) for a slate roof (reimbursable up to \$35.00/ft therefore \$23,176 ineligible for reimbursement)
- \$12,568 to remove and reinstall slate roof
- \$451,179 for masonry, metal fabrication and rough carpentry
- \$200,326 for rooftop plumbing and accessories
- \$207,531 for HVAC equipment disconnect and reconnect
- \$116,419 for window demolition and installation above roof line
- \$100,587 for paint roof trim and accessories
- \$321,284 for roof demolition, abatement and associated costs
- \$48,000 for an ornamental polyvinyl chloride ("PVC") railing (\$18,400 ineligible for reimbursement)
- \$22,980 for bell disconnect, reconnect and control system (ineligible for reimbursement)
- \$10,320 for ADA required accessible sink (ineligible for reimbursement)
- \$2,592 for roof demolition (1998 Section F ineligible for reimbursement)
- \$152,218 for exterior window and door replacement (Alternate 1 ineligible for reimbursement)
- \$47,090 for replacement of balustrade at cupola (Alternate 2 ineligible for reimbursement)
- \$18,173 for painting interior walls at work area (Alternate 3 ineligible for reimbursement)
- \$422,646 for new HVAC work (Alternate 4 ineligible for reimbursement)

The District proposed four deduct alternates for the following scope of work. The District may consider the deduct alternates if the construction bids come in higher than the estimated Construction Budget shown in the Total Project Budget.

- \$152,218 for exterior window and door replacement (Alternate 1 ineligible for reimbursement)
- \$47,090 for replacement of balustrade at cupola (Alternate 2 ineligible for reimbursement)
- \$18,173 for painting interior walls at work area (Alternate 3 ineligible for reimbursement)
- \$422,646 for new HVAC work (Alternate 4 ineligible for reimbursement)

At the Steward Elementary School, the District has provided a Total Project Budget of \$3,652,951, which includes a construction cost of \$2,887,443. Construction costs include:

- \$1,002,551 (\$22.82/ft) for a polyvinyl chloride (“PVC”) roof
- \$283,154 (\$24.48/ft) for a PVC membrane roof (1998 Section D and E ineligible for reimbursement)
- \$245,343 for roof decking replacement
- \$174,608 for rooftop plumbing and accessories
- \$383,870 for roof demolition and associated costs
- \$220,375 for masonry repairs, miscellaneous carpentry and finishes
- \$83,383 for window demolition and installation above roof line
- \$111,293 for HVAC equipment disconnect and reconnect
- \$33,079 for roof demolition (1998 Section D and E ineligible for reimbursement)
- \$1,350 for roof snow guards (1998 Section D and E ineligible for reimbursement)
- \$141,664 for exterior window and door replacement (Alternate 1 ineligible for reimbursement)
- \$206,773 for new HVAC work (Alternate 2 ineligible for reimbursement)

The District proposed two deduct alternates for the following scope of work. The District may consider the deduct alternates if the construction bids come in higher than the estimated Construction Budget shown in the Total Project Budget.

- \$141,664 for exterior window and door replacement (Alternate 1 ineligible for reimbursement)
- \$206,773 for new HVAC work (Alternate 2 ineligible for reimbursement)

Project Funding Agreement	Proctor Elementary School	Steward Elementary School	District’s Total Proposed Budget⁷
Enrollment	244	382	
Total Square Feet	56,144	58,216	
Project Budget ¹	\$3,957,264	\$3,462,951	\$7,420,215
Scope Exclusions/Ineligible Costs ²	\$860,892	\$737,683	\$1,598,575
Estimated Basis of Total Facilities Grant	\$3,096,372	\$2,725,268	\$5,821,640
Reimbursement Rate	41.10%	41.10%	41.10%
Estimated Maximum Total Facilities Grant ³	\$1,272,609	\$1,120,085	\$2,392,694
Project Contingencies⁴	\$200,000	\$190,000	\$390,000
Potentially eligible owner’s and construction contingencies	\$176,628	\$158,809	\$335,437
Potential additional grant funds for eligible owner’s and construction contingency expenditures ⁵	\$72,594	\$65,270	\$137,864
Total Project Budget	\$4,157,264	\$3,652,951	\$7,810,215
Maximum Total Facilities Grant⁶	\$1,345,203	\$1,185,355	\$2,530,558

¹ Does not include owner's or construction contingencies.

² Scope exclusions/ineligible costs include replacement of the 1998 roof sections, which have not reached the 20-year service life required for eligibility in the Accelerated Repair Program, replacement of windows and doors beyond the invited project scope, replacement of HVAC units, ADA required upgrades, and ornamental finishes.

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.

⁷The amounts reflected in this column are combined totals for the individual projects that are described in this memo. Each of the school projects described in this memo shall be considered severally, and not jointly, so that any unused portion of the grant amount specified for one of the school projects cannot be applied to an overage in otherwise eligible costs that exceed the grant amount specified for another project.

MSBA staff recommends an Estimated Maximum Total Facilities Grant of \$2,392,694 for the projects; however, the District may be eligible for up to an additional \$137,864 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 \$2,530,558 for a roof replacement project at the Proctor Elementary School and a roof replacement project at the Steward Elementary School.