

**Fall Brook  
Elementary School**  
Leominster, MA

Fall Brook Building  
Committee Meeting #32

August 15, 2025

---



**LEOMINSTER**  
MASSACHUSETTS



 LeftField

**MDS**  
ARCHITECTS

# TODAY'S AGENDA


- ➔ 1. Call to Order & Roll Call
- 2. Administrative Actions
  - a. Previous Meeting Minutes – **Vote**
  - b. Review Invoice Log
  - c. Warrant – **Vote**
  - d. Project Scope and Budget Agreement
  - e. Commissioning Agent
  - f. OPM Contract Amendment – **Vote**
  - g. Feasibility Study & Project Budget Update
  - h. Project Schedule Update
- 3. Designer Report
  - a. HVAC Options
  - b. Design Development Update
- 4. Items Not Anticipated 48 Hours in Advance of Meeting
- 5. Public Comment
- 6. Next Steps
- 7. Adjournment

# ROLL CALL

- Seven (7) voting members are required for a quorum.

<b>Voting Member</b>	<b>Present</b>	<b>Absent</b>
Mr. Peter Angelini		
Mr. Mark Bodanza		
Mr. Greg Chapdelaine		
Mr. Bill Charpentier		
Ms. Robin Desmond		
Mr. Jacob Fleming		
Mr. Steven Mammone		
Mayor Dean Mazarella, Chair		
Ms. Melanie Mikels		
Mr. Elliot Nadeau		
Ms. Jennifer Reddington		
Mr. Brandon Robbins		
Mr. Jeffrey Sullivan		

# TODAY'S AGENDA

- 
1. Call to Order & Roll Call
  2. Administrative Actions
    - a. Previous Meeting Minutes – **Vote**
    - b. Review Invoice Log
    - c. Warrant – **Vote**
    - d. Project Scope and Budget Agreement
    - e. Commissioning Agent
    - f. OPM Contract Amendment – **Vote**
    - g. Feasibility Study & Project Budget Update
    - h. Project Schedule Update
  3. Designer Report
    - a. HVAC Options
    - b. Design Development Update
  4. Items Not Anticipated 48 Hours in Advance of Meeting
  5. Public Comment
  6. Next Steps
  7. Adjournment

# MEETING MINUTES FOR APPROVAL

- “Motion to approve the minutes from the FBBC meetings held on July 8 and July 29, 2025”, made by \_\_\_\_\_, seconded by \_\_\_\_\_.
- Discussion
- Vote

Voting Member	Yea	Nay	Abstain	Absent
Mr. Peter Angelini				
Mr. Mark Bodanza				
Mr. Greg Chapdelaine				
Mr. Bill Charpentier				
Ms. Robin Desmond				
Mr. Jacob Fleming				
Mr. Steven Mammone				
Mayor Dean Mazarella, Chair				
Ms. Melanie Mikels				
Mr. Elliot Nadeau				
Ms. Jennifer Reddington				
Mr. Brandon Robbins				
Mr. Jeffrey Sullivan				

# INVOICE LOG



## MEMORANDUM

To: Gregory Chapdelaine, Purchasing Agent  
From: Linda Liporto, LeftField, LLC  
Date: August 8, 2025  
Re: Fall Brook Elementary School - July 2025 Invoice Summary  
Cc: Craig DiCarlo, LeftField, LLC

Enclosed for approval and processing, please find the following invoices:

INVOICES (Payments)					
ProPay Code	Vendor	Invoice #	Budget Category	Description of Services	Invoice \$
0102-0400	LeftField, LLC	2023.009-022	Design Development	Design Development OPM Services for June/July 2025	\$ 58,422.00
0201-0400	MDS	69985	Design Development	Design Development Designer Services for July 2025	\$ 249,485.10
0003-0000	MDS	69985	Construction Documents	FS Phase environmental & Site Services for July 2025	\$ 37,772.25
<b>TOTAL:</b>					<b>\$ 345,679.35</b>

The invoices listed above are consistent with the Total Project Budget and to the best of our knowledge, are eligible for reimbursement from the Massachusetts School Building Authority. Leftfield, LLC recommends that the invoices be approved and paid.

The July 2025 OPM Monthly Report was electronically submitted to the MSBA and to the City of Leominster by the required August 12, 2025 deadline. All invoices above are included in the July 2025 Project Budget Report but can be revised if rejected by the City of Leominster.

If you have any questions, please feel free to contact Linda Liporto, Owner's Project Manager, Leftfield, LLC.



# INVOICE LOG

INVOICES (Payments)					
ProPay Code	Vendor	Invoice #	Budget Category	Description of Services	Invoice \$
0102-0400	LeftField, LLC	2023.009-022	Design Development	Design Development OPM Services for June/July 2025	\$ 58,422.00
0201-0400	MDS	69985	Design Development	Design Development Designer Services for July 2025	\$ 249,485.10
0003-0000	MDS	69985	Construction Documents	FS Phase environmental & Site Services for July 2025	\$ 37,772.25
				<b>TOTAL:</b>	<b>\$ 345,679.35</b>



# WARRANT APPROVAL

- “Motion to approve warrant number W08FY26 in the amount of \$345,679.35” made by \_\_\_\_\_, seconded by \_\_\_\_\_.
- Discussion
- Vote

Voting Member	Yea	Nay	Abstain	Absent
Mr. Peter Angelini				
Mr. Mark Bodanza				
Mr. Greg Chapdelaine				
Mr. Bill Charpentier				
Ms. Robin Desmond				
Mr. Jacob Fleming				
Mr. Steven Mammone				
Mayor Dean Mazarella, Chair				
Ms. Melanie Mikels				
Mr. Elliot Nadeau				
Ms. Jennifer Reddington				
Mr. Brandon Robbins				
Mr. Jeffrey Sullivan				

# PROJECT SCOPE AND BUDGET AGREEMENT

District Name: City of Leominster  
School Name: Fall Brook Elementary School  
Project ID Number: 202101530007

## PROJECT SCOPE AND BUDGET AGREEMENT

This PROJECT SCOPE AND BUDGET AGREEMENT, (the "Project Scope and Budget Agreement"), dated as of July 29, 2025 (the "Effective Date") is between the Massachusetts School Building Authority, a public instrumentality of the Commonwealth of Massachusetts (the "Authority"), and the City of Leominster, Massachusetts, together with its successors and assigns (the "District" or "Owner") (Authority and District collectively referred to as the "Parties").

### RECITALS

WHEREAS, chapter 70B of the Massachusetts General Laws ("Chapter 70B"), chapters 208 and 210 of the Acts of 2004, and 963 CMR 2.00 *et seq.*, authorize the Authority to approve Proposed Projects for a grant pursuant to the school building construction and renovation program developed and managed by the Authority; and

WHEREAS, the District submitted a Statement of Interest to the Authority for the Fall Brook Elementary School, and the District prioritized this Statement of Interest as its priority to receive any potential funding from the Authority;

WHEREAS, the Authority and the District conducted a project scope and budget conference as described in 963 CMR 2.00 *et seq.*, related to the facility deficiencies at the Fall Brook Elementary School;

WHEREAS, on April 30, 2025, the Board of Directors of the Authority voted to authorize the Authority's Executive Director to enter a Project Scope and Budget Agreement with the District upon the terms and conditions stated herein and further authorized the Executive Director do all acts and things and execute and deliver any and all documents and agreements in connection with such project scope and budget conference;

WHEREAS, the Project Scope and Budget Agreement is one step in the multi-step process of the Authority's grant program for school building construction and renovation projects;

WHEREAS, the Authority's grant program for school building renovation and construction projects is a non-entitlement, discretionary program based on need, as determined by the Authority;

WHEREAS, the District has submitted a signed Initial Compliance Certification, as described in 963 CMR 2.02 and 2.06(2)(a), in the form prescribed by the Authority, and it has been accepted by the Authority;

WHEREAS, the District has formed a School Building Committee to monitor the Project and advise the District during the course of the Project;

District Name: City of Leominster  
School Name: Fall Brook Elementary School  
Project ID Number: 202101530007

completion or termination of the Designer's services required pursuant to the Contract between the District and the Designer for the Project, the District shall ensure that the Designer promptly turns over to the Authority copies of all original Materials but only to the extent that such Materials have not already been provided to the Authority.

9.2 Notwithstanding any other language to the contrary in this Agreement or in any Contract between the District and the Designer for the Project, the District acknowledges and agrees that the Designer shall have a non-exclusive license to publish, reproduce, distribute, transmit, and publicly display all Materials prepared by the Designer for the purpose of participating in the Authority's so-called Model School Program, as it may be amended from time to time, or any other program implemented by the Authority to develop, acquire, modify, use, re-use, and reproduce prototypical designs and model school designs, and details and elements thereof (collectively "Programs"), including, but not limited to, submitting proposals and applications to the Authority and public school districts in the Commonwealth of Massachusetts for the qualification and selection of the Designer and the School design, or elements and details thereof, in such Programs and using, modifying, and reproducing the Materials for the purpose of designing, constructing, reconstructing, renovating and repairing public school facilities pursuant to such Programs, as approved by the Authority. The District further agrees to provide the Designer, the Authority, and representatives of other public school districts with reasonable cooperation and reasonable access to the completed School facility at mutually agreeable times for purposes of said Programs.

IN WITNESS WHEREOF, the Parties have executed this Project Scope and Budget Agreement on this 29th day of July, in the year 2025.

MASSACHUSETTS SCHOOL BUILDING AUTHORITY



Mary L. Pichetti  
Executive Director

CITY OF LEOMINSTER



Name: Dean Mazzarella  
Title: Mayor

The PSBA  
was executed  
July 29, 2025 !!!



# COMMISSIONING AGENT ASSIGNED



**The Commissioning Agent (CxA) is selected, hired, and paid by the MSBA**

Full Building Commissioning:

- Building envelope
- HVAC
- Plumbing
- Electrical
- Voice, Data, and Video Systems
- Life Safety Systems
- Building Automation and Controls

The CxA helps to ensure proper function of building systems and optimal building performance.

Active from Design Development through Acceptance, Close-out, Occupancy, and 10-month Warranty review.

Tasks:

1. Develop a commissioning plan that outlines the scope and objectives of the commissioning process
2. Interface with the builder, owner (MSBA and district), MDS, and LeftField
3. Review design documents
4. Verify that specific building systems are designed and installed according to contract documents.
5. Test the function of HVAC, plumbing, and electrical systems
6. Ensure proper documentation and compliance with relevant codes and standards.
7. participate in training for building operators on system functions and maintenance.



# OPM CONTRACT AMENDMENT 1

**CONTRACT FOR PROJECT MANAGEMENT SERVICES  
AMENDMENT NO. 1**

**WHEREAS**, the CITY OF LEOMINSTER ("Owner") and LEFTFIELD, LLC, (the "Owner's Project Manager") (collectively, the "Parties") entered into a Contract for OPM Services for the Fall Brook Elementary School Project (Project Number 202101530007) on June 6, 2023, "Contract"; and

**WHEREAS**, the scope of work of Amendment No. 1 is summarized in the attached LeftField Project Management Proposal for extended basic services as outlined per OPM Services Contract and the approved Total Project Budget.

**WHEREAS**, effective as of August 12, 2025, the parties wish to amend the contract, as amended:

**NOW, THEREFORE**, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as

Fall Brook Elementary School Project (Project Number 202000050505)  
City of Leominster, MA

This Amendment is for extended basic services for Design Development through Project Closeout and based on a Substantial Completion of October 19, 2028.

3. The Construction Budget shall be as follows:  
 Original Budget: \$89,759,943  
 Amended Budget: \_\_\_\_\_
4. The Project Schedule shall be as follows:  
 Original Schedule: Substantial Completion building 10/19/2028  
Substantial Completion site 7/31/2029  
 Amended Schedule: \_\_\_\_\_
5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract, as amended. No other understandings or

**1. The Owner hereby authorizes the Owner's Project Manager to perform extended basic services as outlined in the OPM Contract for the total amount of \$3,213,800, pursuant to the terms and conditions set forth in the Contract, as amended.**

Design Phase:	\$397,000	\$ 0	\$ 0	\$ 397,000
Design Development Phase:	\$ 0	\$ 0	\$ 233,689	\$ 233,689
Construction Documents Phase:	\$ 0	\$ 0	\$ 243,349	\$ 243,349
Bidding Phase:	\$ 0	\$ 0	\$ 120,407	\$ 120,407
Construction Phase:	\$ 0	\$ 0	\$ 2,327,984	\$ 2,327,984
Completion Phase:	\$ 0	\$ 0	\$ 202,571	\$ 202,571
Extra/Other/Reimbursable & Permitting Services	\$ 0	\$ 0	\$ 0	\$ 0
Cost Estimating	\$ 0	\$ 0	\$ 85,800	\$ 85,800
<b>Total Fee</b>	<b>\$397,000</b>	<b>\$</b>	<b>\$ 3,213,800</b>	<b>\$ 3,610,800</b>

By: \_\_\_\_\_ (print name)  
 \_\_\_\_\_ (print title)

By: \_\_\_\_\_ (signature)  
 Date: \_\_\_\_\_

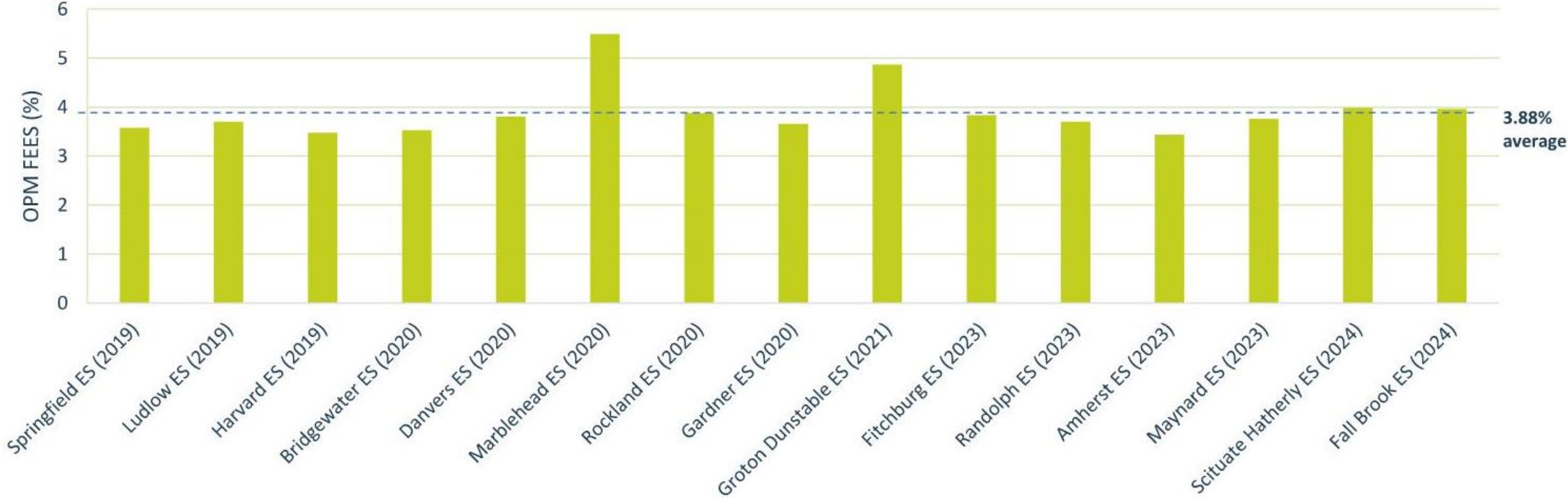
**OWNER'S PROJECT MANAGER:**  
 LEFTFIELD, LLC  
James F. Rogers, Jr.  
(print name)  
 Principal  
(print title)

By:   
(signature)  
 Date: August 12, 2025



# OPM CONTRACT AMENDMENT 1

**OPM Fees Elementary Schools (2019-2024)**  
**New Construction**  
**Percent of Construction Cost**



# OPM CONTRACT AMENDMENT 1

- “Motion to approve *Contract for Project Management Services Amendment No. 1* for OPM services for Detailed Design through Close-out for an additional fee of \$3,213,800” made by \_\_\_\_\_, seconded by \_\_\_\_\_.
- Discussion
- Vote

<b>Voting Member</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Peter Angelini				
Mr. Mark Bodanza				
Mr. Greg Chapdelaine				
Mr. Bill Charpentier				
Ms. Robin Desmond				
Mr. Jacob Fleming				
Mr. Steven Mammone				
Mayor Dean Mazarella, Chair				
Ms. Melanie Mikels				
Mr. Elliot Nadeau				
Ms. Jennifer Reddington				
Mr. Brandon Robbins				
Mr. Jeffrey Sullivan				

# TOTAL PROJECT BUDGET

## Feasibility Budget:

\$2,500,000

## As of July 2025:

- Committed: 77%  
\$1,912,667
- Expended: 72%  
\$1,791,730

Budget Revision Request #4 to fund Designer Contract Amendment #4 (culvert and sewer construction phase) awaiting MSBA approval

Fall Brook Elementary School - Leominster, MA										July 31, 2025	
Total Project Budget Status Report											
ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Uncommitted	Comments
<b>FEASIBILITY STUDY AGREEMENT</b>											
0001-0000	OPM Feasibility Study/Schematic Design	\$ 1,000,000	\$ (603,000)	\$ 397,000	\$ 397,000	100%	\$ 397,000	100%	\$ -	\$ -	BR#3
0002-0000	A&E Feasibility Study/Schematic Design	\$ 1,000,000	\$ 66,535	\$ 1,066,535	\$ 1,066,535	100%	\$ 1,066,535	100%	\$ -	\$ -	BR#1
0003-0000	Environmental & Site	\$ 250,000	\$ 196,012	\$ 446,012	\$ 446,012	100%	\$ 325,075	73%	\$ 120,937	\$ -	BR#2, pending BR#4
0004-0000	Other	\$ 250,000	\$ 340,453	\$ 590,453	\$ 3,120	1%	\$ 3,120	0%	\$ -	\$ 587,333	BR#1, #2, #3, #4
	<b>SUB-TOTAL</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ 2,500,000</b>	<b>\$ 1,912,667</b>	<b>77%</b>	<b>\$ 1,791,730</b>	<b>72%</b>	<b>\$ 120,937</b>	<b>\$ 587,333</b>	
<b>ADMINISTRATION</b>											
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
	Owner's Project Manager	\$ 3,128,000	\$ -	\$ 3,514,326	\$ 3,128,000	89%	\$ 58,422	2%	\$ 3,455,904	\$ -	
0102-0400	Design Development	\$ 233,689	\$ -	\$ 233,689	\$ 233,688	100%	\$ 58,422	25%	\$ 175,267	\$ -	
0102-0500	Construction Documents	\$ 243,349	\$ -	\$ 243,349	\$ 243,348	100%	\$ -	0%	\$ 243,349	\$ -	
0102-0600	Bidding	\$ 120,407	\$ -	\$ 120,407	\$ 120,408	100%	\$ -	0%	\$ 120,407	\$ -	
0102-0700	Construction Administration	\$ 2,327,984	\$ -	\$ 2,327,984	\$ 2,327,985	100%	\$ -	0%	\$ 2,327,984	\$ -	
0102-0800	Closeout	\$ 202,571	\$ -	\$ 202,571	\$ 202,571	100%	\$ -	0%	\$ 202,571	\$ -	
0102-0900	Extra Services	\$ 186,326	\$ -	\$ 186,326	\$ -	0%	\$ -	0%	\$ 186,326	\$ -	
0102-1000	Reimbursables & Other Services	\$ 100,000	\$ -	\$ 100,000	\$ -	0%	\$ -	0%	\$ 100,000	\$ -	
0102-1100	Cost Estimates	\$ 100,000	\$ -	\$ 100,000	\$ -	0%	\$ -	0%	\$ 100,000	\$ -	
0103-0000	Advertising & Printing	\$ 3,000	\$ -	\$ 3,000	\$ -	0%	\$ -	0%	\$ 3,000	\$ -	
0104-0000	Permitting	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
0105-0000	Owner's Insurance	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
0199-0000	Other Administrative Costs	\$ 30,000	\$ -	\$ 30,000	\$ -	0%	\$ -	0%	\$ 30,000	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ 3,547,326</b>	<b>\$ -</b>	<b>\$ 3,547,326</b>	<b>\$ 3,128,000</b>	<b>88%</b>	<b>\$ 58,422</b>	<b>2%</b>	<b>\$ 3,488,904</b>	<b>\$ -</b>	
<b>A&amp;E</b>											
0201-0400	A/E Basic Services	\$ 8,733,419	\$ -	\$ 8,733,419	\$ 8,434,420	97%	\$ 311,735	4%	\$ 8,421,684	\$ -	
	Design Development	\$ 2,076,115	\$ -	\$ 2,076,115	\$ 2,077,959	100%	\$ 311,735	15%	\$ 1,764,380	\$ -	
0201-0500	Construction Documents	\$ 3,792,469	\$ -	\$ 3,792,469	\$ 3,587,438	95%	\$ -	0%	\$ 3,792,469	\$ -	
0201-0600	Bidding	\$ 310,135	\$ -	\$ 310,135	\$ 311,979	101%	\$ -	0%	\$ 310,135	\$ -	
0201-0700	Construction Administration	\$ 2,310,800	\$ -	\$ 2,310,800	\$ 2,313,144	100%	\$ -	0%	\$ 2,310,800	\$ -	
0201-0800	Closeout	\$ 143,900	\$ -	\$ 143,900	\$ 143,900	100%	\$ -	0%	\$ 143,900	\$ -	
0201-9900	Other Basic Services	\$ 100,000	\$ -	\$ 100,000	\$ -	0%	\$ -	0%	\$ 100,000	\$ -	
	Extra/Reimbursable Services	\$ 1,193,870	\$ -	\$ 1,193,870	\$ 1,102,780	92%	\$ -	0.0%	\$ 1,193,870	\$ -	
0203-0200	Printing (over minimum)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
0203-9900	Other Reimbursables	\$ 535,416	\$ -	\$ 535,416	\$ 599,326	112%	\$ -	0%	\$ 535,416	\$ -	
0204-0200	HazMat (incl. monitoring)	\$ 106,920	\$ -	\$ 106,920	\$ 106,920	100%	\$ -	0%	\$ 106,920	\$ -	
0204-0300	Geotechnical/Geo-Environmental	\$ 428,984	\$ -	\$ 428,984	\$ 362,984	85%	\$ -	0%	\$ 428,984	\$ -	
0204-0400	Site Survey & Site Requirements	\$ 22,550	\$ -	\$ 22,550	\$ 22,550	100%	\$ -	0%	\$ 22,550	\$ -	
0204-0500	Wetlands	\$ 50,000	\$ -	\$ 50,000	\$ -	0%	\$ -	0%	\$ 50,000	\$ -	
0204-1200	Traffic Studies	\$ 50,000	\$ -	\$ 50,000	\$ 11,000	22%	\$ -	0%	\$ 50,000	\$ -	
	<b>SUB-TOTAL</b>	<b>\$ 9,927,289</b>	<b>\$ -</b>	<b>\$ 9,927,289</b>	<b>\$ 9,537,200</b>	<b>96%</b>	<b>\$ 311,735</b>	<b>3%</b>	<b>\$ 9,615,554</b>	<b>\$ -</b>	



# TOTAL PROJECT BUDGET

**Total Project Budget:**

**\$114,821,932**

**Including OPM and Designer contracts:**

- Committed: 13%
- \$14,577,867

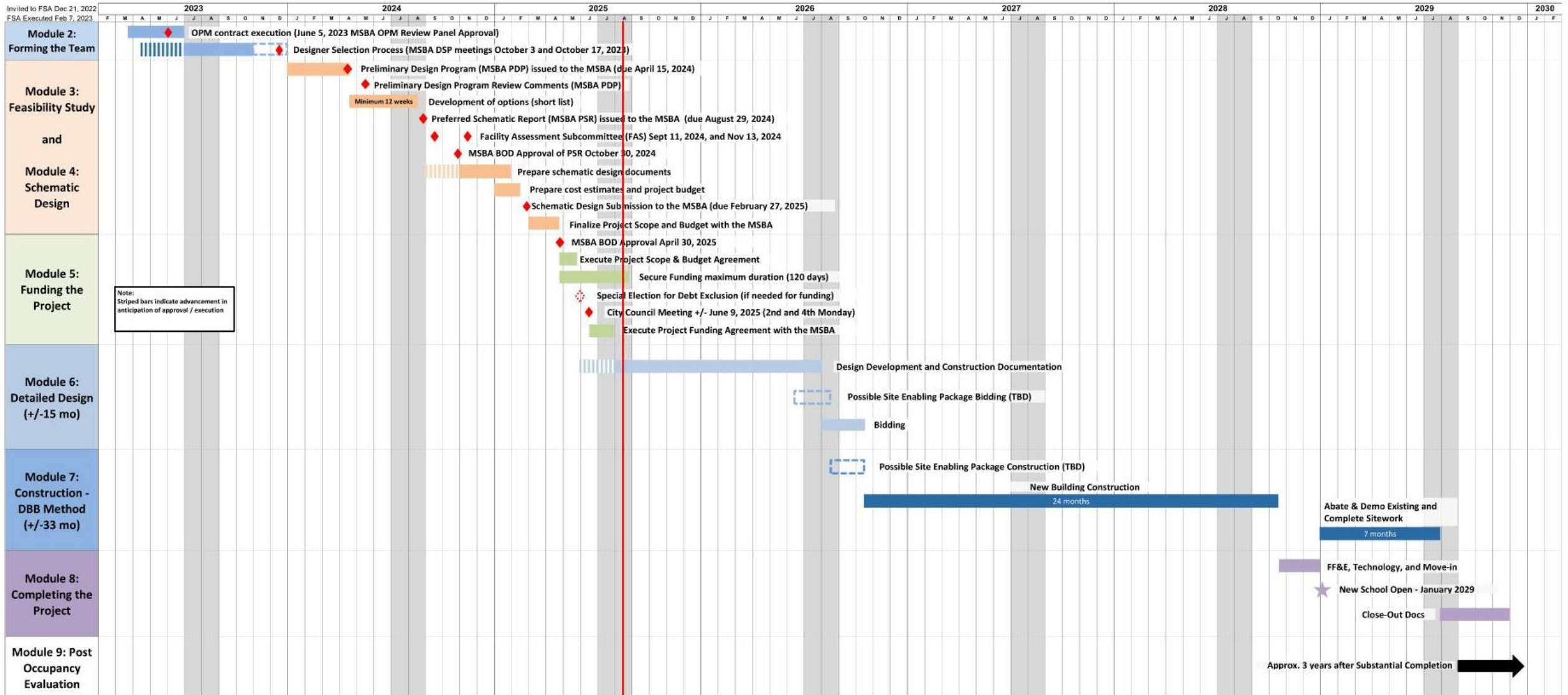
**As of July 2025:**

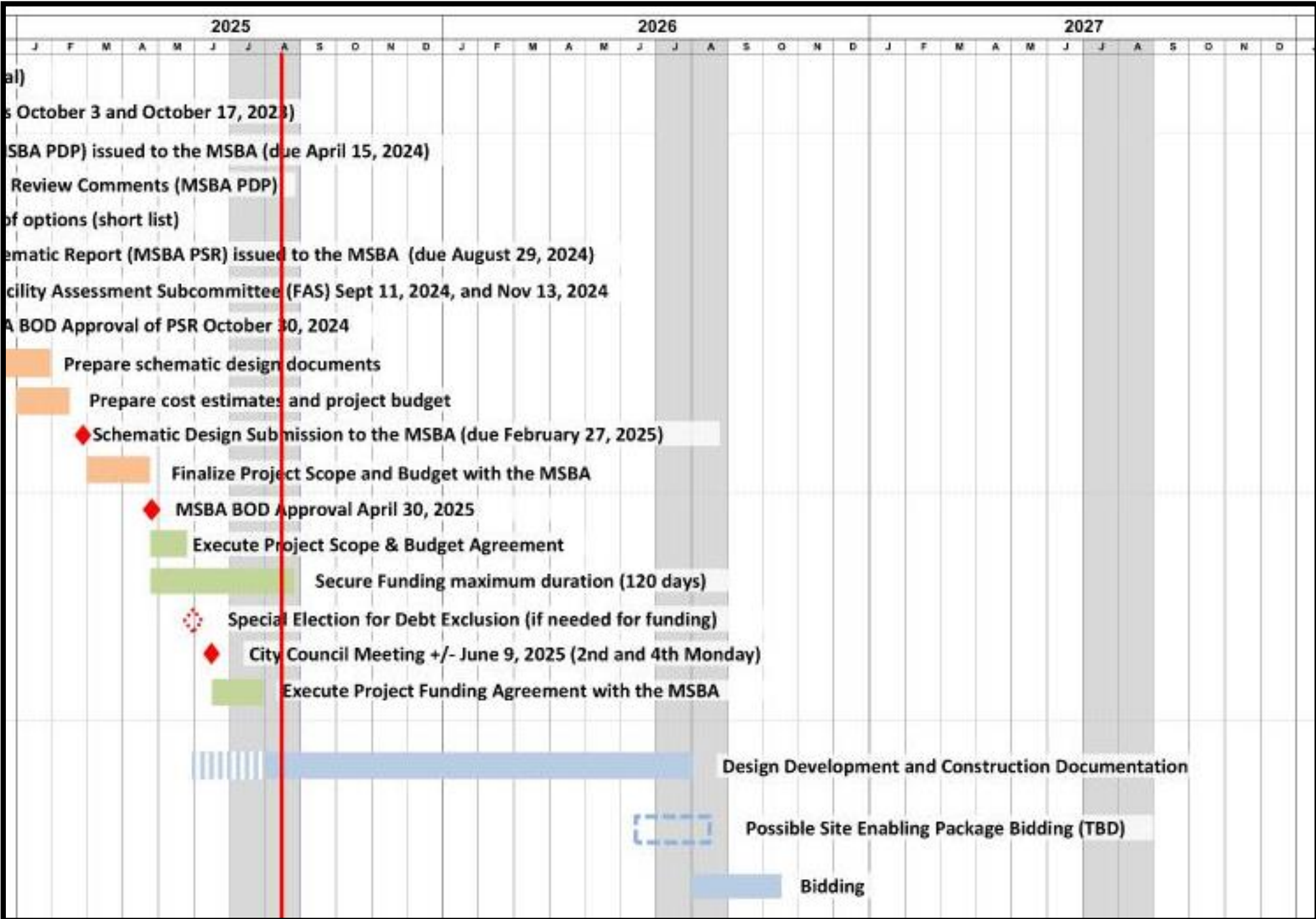
- Expended: 2%
- \$2,161,888

Fall Brook Elementary School - Leominster, MA											
Total Project Budget Status Report											
July 31, 2025											
ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Uncommitted	Comments
<b>SITE ACQUISITION</b>											
0301-0000	Land/Bldg. Purchase/Associated Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
	<b>SUB-TOTAL</b>	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
<b>PRE CONSTRUCTION COSTS</b>											
0501-0000	CMR Pre-Con Services			\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
	<b>SUB-TOTAL</b>	\$ -	\$ -	\$ -	\$ -	#DIV/0!	\$ -	#DIV/0!	\$ -	\$ -	
<b>CONSTRUCTION COSTS</b>											
0502-0001	Construction Budget	\$ 89,759,943		\$ 89,759,943	\$ -	0%	\$ -	0%	\$ 89,759,943		
0508-0000	Change Orders	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -		
	<b>SUB-TOTAL</b>	\$ 89,759,943	\$ -	\$ 89,759,943	\$ -	0%	\$ -	0%	\$ 89,759,943	\$ -	
<b>ALTERNATES</b>											
0506-0000		\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
	<b>SUB-TOTAL</b>	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	\$ -	
<b>OTHER PROJECT COSTS</b>											
0507-0000	Construction Contingency	\$ 4,390,473		\$ 4,390,473	\$ -	0%	\$ -	0%	\$ 4,390,473		
	Miscellaneous Project Costs	\$ 850,000	\$ -	\$ 850,000	\$ -	0%	\$ -	0%	\$ 850,000		
0601-0000	Utility Company Fees	\$ 200,000		\$ 200,000	\$ -	0%	\$ -	0%	\$ 200,000.00		
0602-0000	Testing Services	\$ 350,000		\$ 350,000	\$ -	0%	\$ -	0%	\$ 350,000		
0699-0000	Other Project Costs	\$ 300,000		\$ 300,000	\$ -	0%	\$ -	0%	\$ 300,000		
	Furnishings and Equipment	\$ 2,806,000	\$ -	\$ 2,806,000	\$ -	0%	\$ -	0%	\$ 2,806,000		
0701-0000	Furnishings	\$ 1,830,000		\$ 1,830,000	\$ -	0%	\$ -	0%	\$ 1,830,000		
0702-0000	Equipment	\$ -		\$ -	\$ -	0%	\$ -	0%	\$ -		
0703-0000	Technology Equipment	\$ 976,000		\$ 976,000	\$ -	0%	\$ -	0%	\$ 976,000		
0801-0000	Owner's Contingency	\$ 1,040,901		\$ 1,040,901	\$ -	0%	\$ -	0%	\$ 1,040,901		
	<b>SUB-TOTAL</b>	\$ 7,087,374	\$ -	\$ 7,087,374	\$ -	0%	\$ -	0%	\$ 7,087,374	\$ -	
	<b>TOTAL PROJECT BUDGET</b>	\$ 114,821,932	\$ -	\$ 114,821,932	\$ 14,577,867	13%	\$ 2,161,888	2%	\$ 112,660,044	\$ 587,333	
<b>FUNDING SOURCES</b>											
	Maximum State Share	\$ 64,368,241				56.06%					
	Minimum Local Share	\$ 50,453,691				43.94%					
	<b>SUB-TOTAL</b>	\$ 114,821,932				100.00%					



# PROJECT SCHEDULE





# TODAY'S AGENDA

1. Call to Order & Roll Call
2. Administrative Actions
  - a. Previous Meeting Minutes – **Vote**
  - b. Review Invoice Log
  - c. Warrant – **Vote**
  - d. Project Scope and Budget Agreement
  - e. Commissioning Agent
  - f. OPM Contract Amendment – **Vote**
  - g. Feasibility Study & Project Budget Update
  - h. Project Schedule Update
- 3. Designer Report
  - a. HVAC Options
  - b. Design Development Update
4. Items Not Anticipated 48 Hours in Advance of Meeting
5. Public Comment
6. Next Steps
7. Adjournment

# DESIGNER REPORT

Switch to MDS presentation slides

# TODAY'S AGENDA

1. Call to Order & Roll Call
2. Administrative Actions
  - a. Previous Meeting Minutes – **Vote**
  - b. Review Invoice Log
  - c. Warrant – **Vote**
  - d. Project Scope and Budget Agreement
  - e. Commissioning Agent
  - f. OPM Contract Amendment – **Vote**
  - g. Feasibility Study & Project Budget Update
  - h. Project Schedule Update
3. Designer Report
  - a. HVAC Options
  - b. Design Development Update
- 4. Items Not Anticipated 48 Hours in Advance of Meeting
5. Public Comment
6. Next Steps
7. Adjournment

# TODAY'S AGENDA

1. Call to Order & Roll Call
2. Administrative Actions
  - a. Previous Meeting Minutes – **Vote**
  - b. Review Invoice Log
  - c. Warrant – **Vote**
  - d. Project Scope and Budget Agreement
  - e. Commissioning Agent
  - f. OPM Contract Amendment – **Vote**
  - g. Feasibility Study & Project Budget Update
  - h. Project Schedule Update
3. Designer Report
  - a. HVAC Options
  - b. Design Development Update
4. Items Not Anticipated 48 Hours in Advance of Meeting
- 5. Public Comment
6. Next Steps
7. Adjournment

# TODAY'S AGENDA

1. Call to Order & Roll Call
2. Administrative Actions
  - a. Previous Meeting Minutes – **Vote**
  - b. Review Invoice Log
  - c. Warrant – **Vote**
  - d. Project Scope and Budget Agreement
  - e. Commissioning Agent
  - f. OPM Contract Amendment – **Vote**
  - g. Feasibility Study & Project Budget Update
  - h. Project Schedule Update
3. Designer Report
  - a. HVAC Options
  - b. Design Development Update
4. Items Not Anticipated 48 Hours in Advance of Meeting
5. Public Comment
- 6. Next Steps
7. Adjournment

# NEXT STEPS

- Tuesday 9/9/25, 1:00pm Regular FBBC Meeting
- Tuesday 10/14, 1:00pm Regular FBBC Meeting
- Oct-Nov 2025 (anticipated) Execute Project Funding Agreement
- Friday 12/5/25 DD submission to the MSBA

## September 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
	8	9	10	11	12	13
	14	15	16	17	18	19
	21	22	23	24	25	26
	28	29	30			

FBBC Meeting (Monday 9/1)

Design Development (September 16-26)

Materials selection - Begin to prepare DD cost estimate package (September 16-20)

User meetings for FF&E (September 23-26)

## August 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
	3	4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29
	31					

FBBC Meeting (August 3)

Design Development (August 12-31)

Meetings with city dept DPW, PD, FD, etc. (August 12-15)

Exterior Design (August 19-21)

Geotech explorations (August 20-21)

Initial energy model (August 21-22)

LEED scorecard (August 26-29)

## October 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
	5	6	7	8	9	10
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	31

FBBC Meeting (October 13)

Design Development (October 12-31)

Prepare DD cost estimate package (October 12-14)

User meetings for FF&E (October 15-17)

Final DD coordination and QA/QC Review (October 21-23)

Turn over DD documents to Cost Estimators (October 26-31)



# TODAY'S AGENDA

1. Call to Order & Roll Call
2. Administrative Actions
  - a. Previous Meeting Minutes – **Vote**
  - b. Review Invoice Log
  - c. Warrant – **Vote**
  - d. Project Scope and Budget Agreement
  - e. Commissioning Agent
  - f. OPM Contract Amendment – **Vote**
  - g. Feasibility Study & Project Budget Update
  - h. Project Schedule Update
3. Designer Report
  - a. HVAC Options
  - b. Design Development Update
4. Items Not Anticipated 48 Hours in Advance of Meeting
5. Public Comment
6. Next Steps
- 7. Adjournment

# ADJOURNMENT

- “Motion to adjourn” made by \_\_\_\_\_, seconded by \_\_\_\_\_.
- Discussion
- Vote

Voting Member	Yea	Nay	Abstain	Absent
Mr. Peter Angelini				
Mr. Mark Bodanza				
Mr. Greg Chapdelaine				
Mr. Bill Charpentier				
Ms. Robin Desmond				
Mr. Jacob Fleming				
Mr. Steven Mammone				
Mayor Dean Mazarella, Chair				
Ms. Melanie Mikels				
Mr. Elliot Nadeau				
Ms. Jennifer Reddington				
Mr. Brandon Robbins				
Mr. Jeffrey Sullivan				

# THANK YOU!



THE RIGHT CHOICE IN PROJECT MANAGEMENT



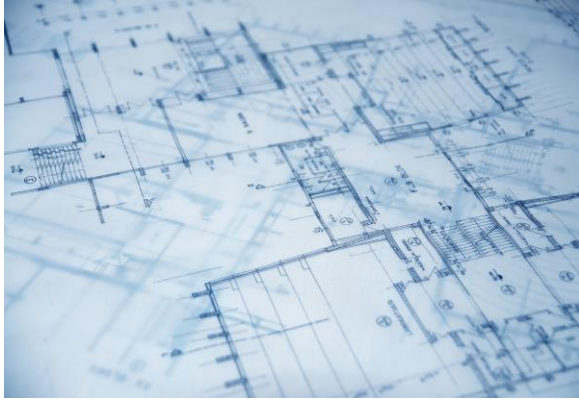
# MSBA REIMBURSEMENT RATE

## Key Concepts

- The MSBA does not fully fund school projects, rather the MSBA and District each fund a portion of the project.
- The District pays its portion directly to its vendors and the MSBA pays its portion in the form of monthly reimbursements to the District.



# MSBA REIMBURSEMENT RATE



- Reimbursement rates are calculated based on need using socio-economic factors, similar to Title 1 allocations
- First, the MSBA calculates a reimbursement rate for the Feasibility Study Agreement
  - **Fall Brook** FSA reimbursement rate was **74.01%**
- Second, the MSBA calculates a reimbursement rate for the Project Scope and Budget Agreement (which forms the basis of the Project Funding Agreement)
  - **Fall Brook** PSBA reimbursement rate is **79.93%**
- Reimbursement rates are capped at 80.00%



# MSBA REIMBURSEMENT RATE

## “Effective” Reimbursement Rate

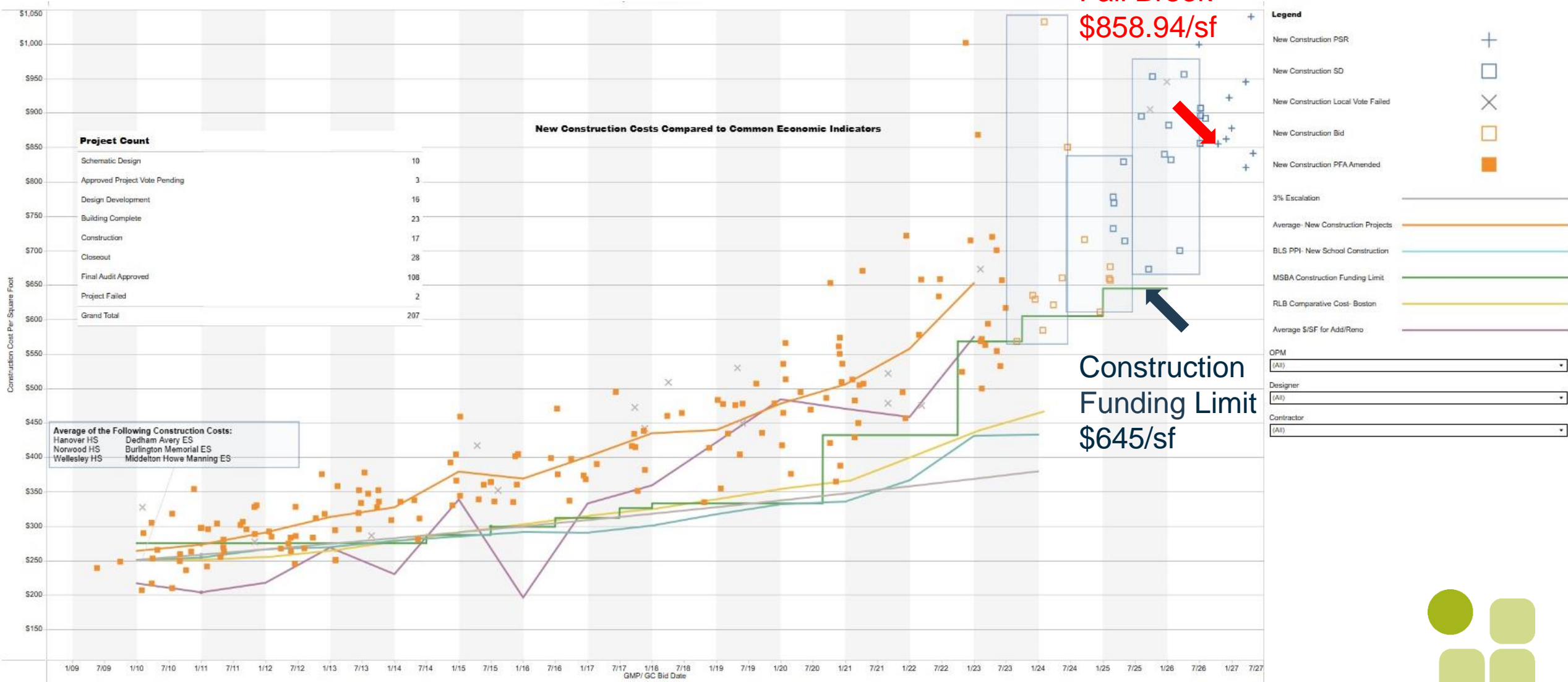
- The MSBA advertises the reimbursement rate that applies to ***eligible costs only***. Every project also includes costs that are ***ineligible*** and ***eligible up to a cap***. This can be a point of confusion for the public.
- Combining the three categories together produces an “effective” reimbursement rate
- The “effective” reimbursement rate is always lower than the “advertised” reimbursement rate for eligible costs
- The MSBA’s reimbursement rate policies are intended to maximize the number of communities served and to be fair



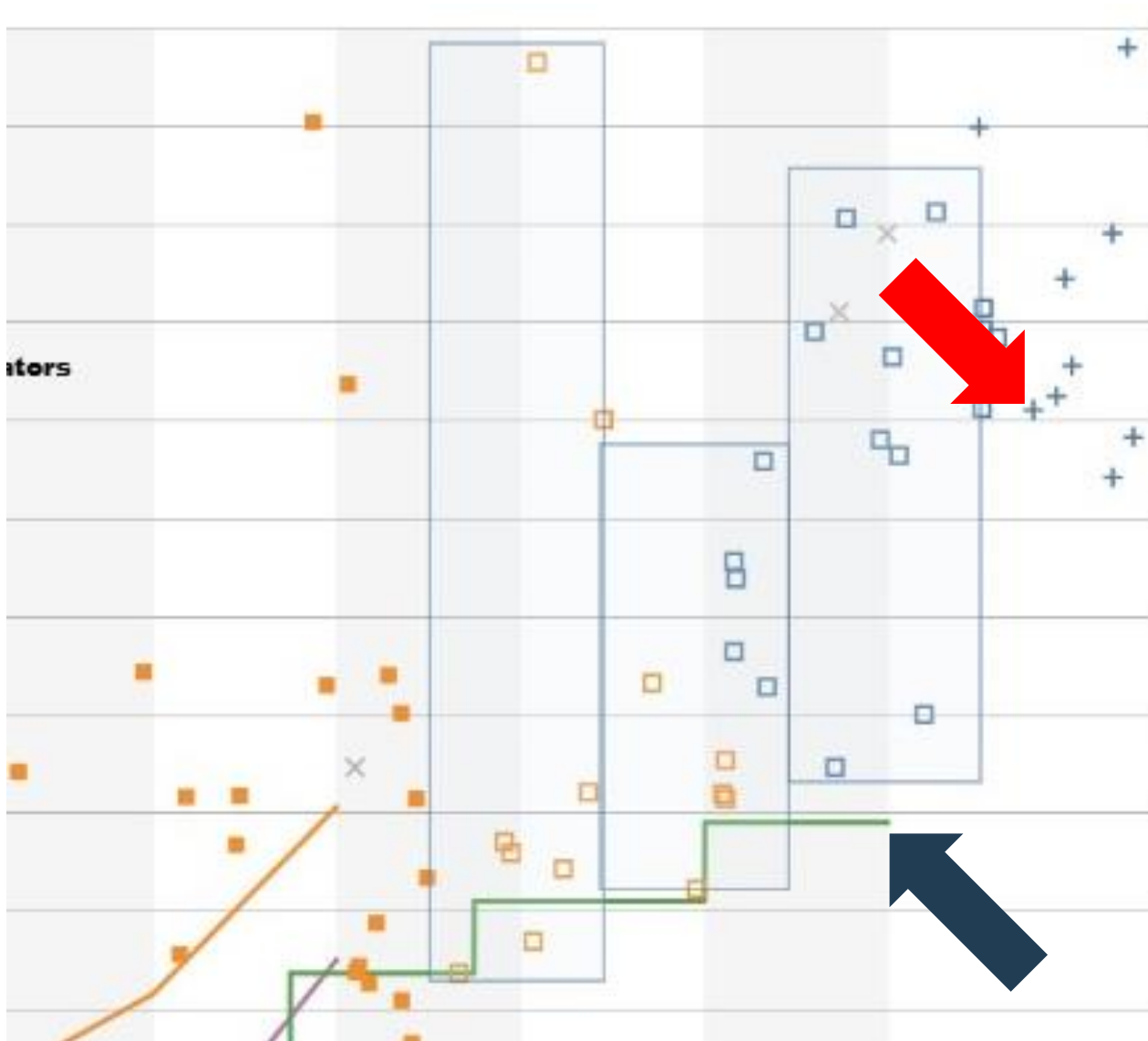
# MSBA REIMBURSEMENT RATE

Fall Brook  
\$858.94/sf

Construction  
Funding Limit  
\$645/sf



# MSBA REIMBURSEMENT RATE



Fall Brook  
\$858.94/sf

Construction  
Funding Limit  
\$645/sf

**Legend**

- New Construction PSR +
- New Construction SD □
- New Construction Local Vote Failed ×
- New Construction Bid □
- New Construction PFA Amended ■
- 3% Escalation —
- Average- New Construction Projects —
- BLS PPI- New School Construction —
- MSBA Construction Funding Limit —
- RLB Comparative Cost- Boston —
- Average \$/SF for Add/Reno —

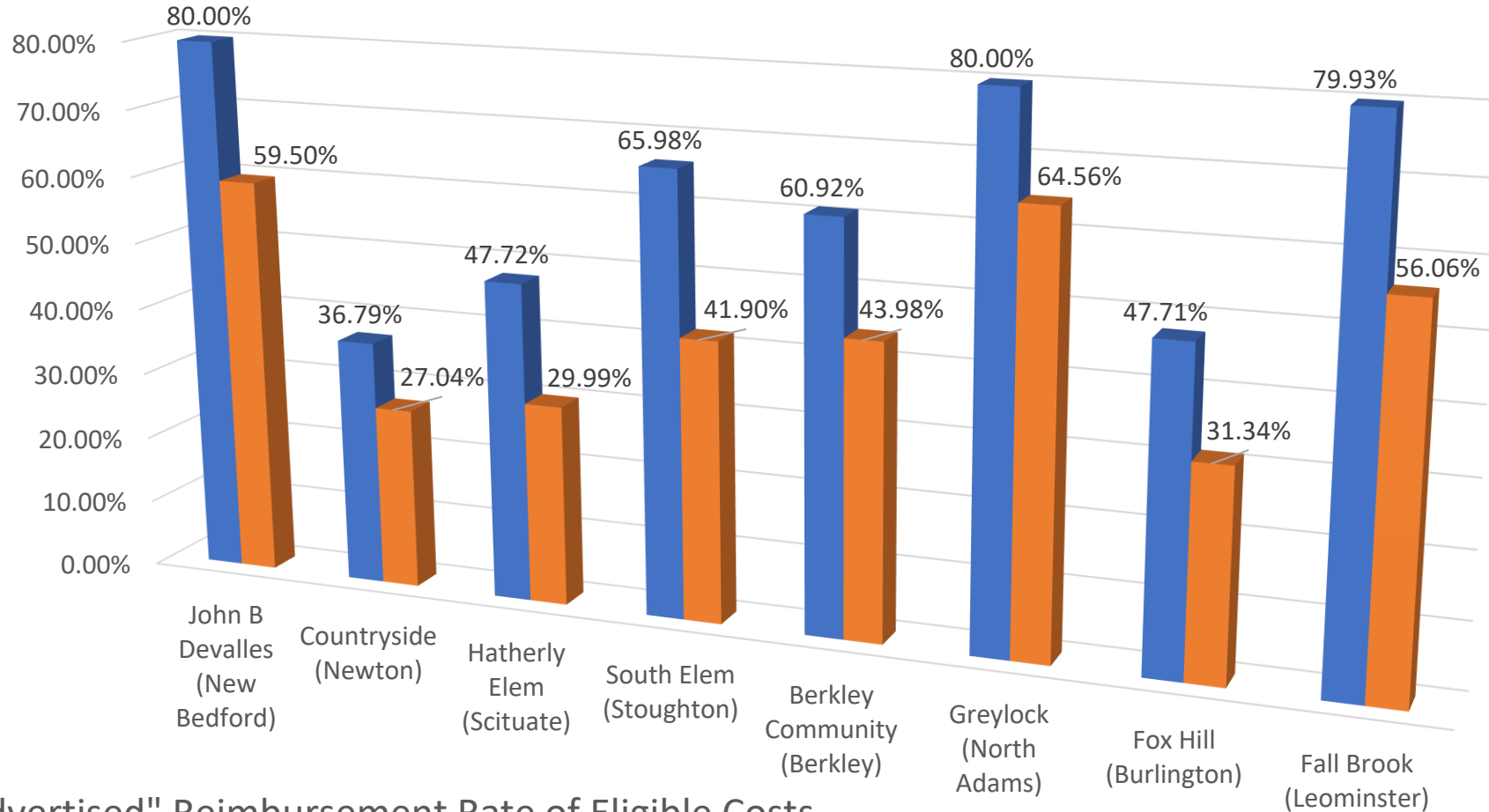
OPM  
[All] ▾

Designer  
[All] ▾

Contractor  
[All] ▾



# MSBA REIMBURSEMENT RATE



■ "Advertised" Reimbursement Rate of Eligible Costs

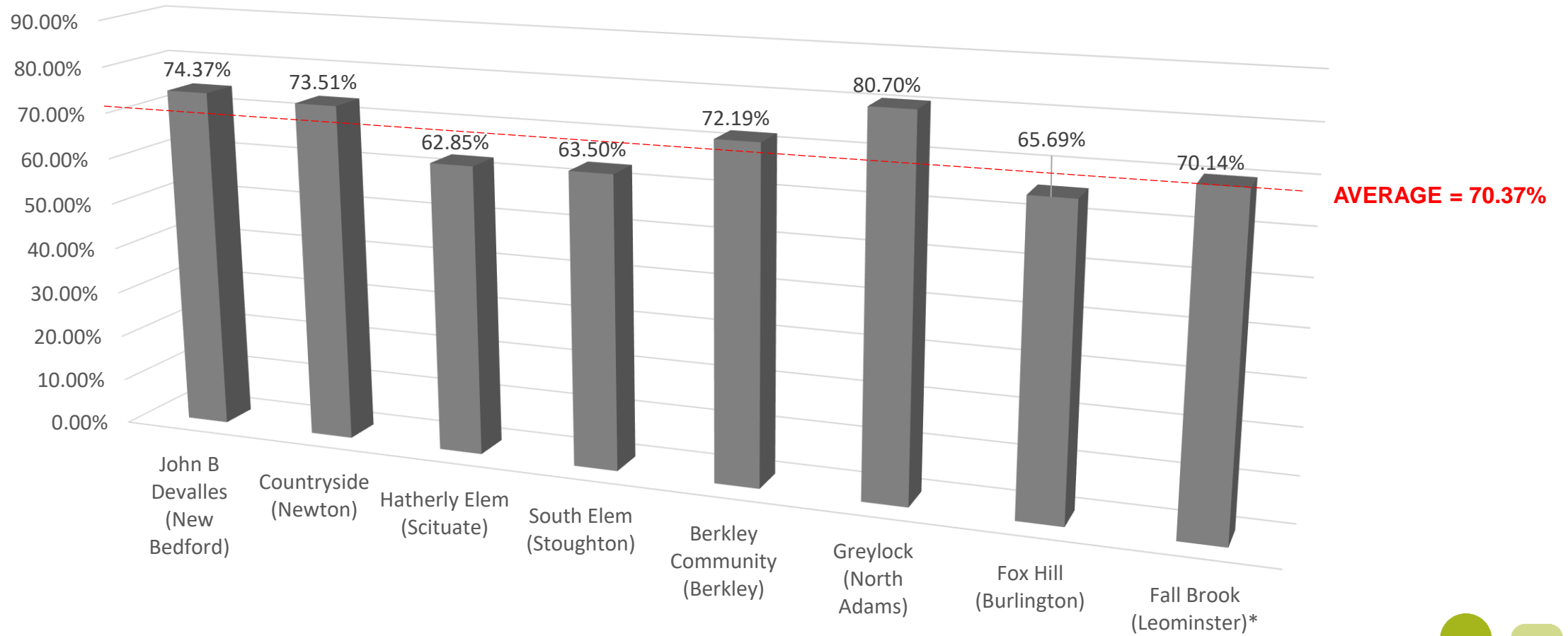
■ "Effective" Reimbursement Rate

Comparable MSBA projects:

- Elementary school
- New construction
- Schematic Design phase
- BoD approval since December 2023



# MSBA REIMBURSEMENT RATE



■ Ratio of "Effective" Reimbursement Rate to "Advertised" Reimbursement Rate



# MSBA REIMBURSEMENT RATE

## Conclusions

- The MSBA shares in the cost of school building projects, but never pays the full amount
- The “effective” reimbursement rate is always significantly lower than the “advertised” reimbursement rate for eligible costs, which is a source of confusion for many communities
- Fall Brook Elementary School’s “effective” reimbursement rate is in line with the average for recent elementary school projects involving new construction



# MSBA REIMBURSEMENT RATE

## Questions

