

District: Town of Millis
 School Name: Millis Middle/High School
 Recommended Category: Project Scope and Budget
 Date: October 22, 2025

Recommendation

That the Executive Director be authorized to enter into a Project Scope and Budget Agreement and a Project Funding Agreement with the Town of Millis (the “District”) for an addition and renovation project at the Millis Middle/High School facility serving students in grades 6-12.

District Information	
District Name	Town of Millis
Elementary School	Clyde F. Brown Elementary (PK-5)
Middle School	Millis Middle (6-8)
High School	Millis High (9-12)
Priority School Name	Millis Middle/High School
Type of School	Middle/High School
Grades Served	6-12
Year Opened	1960
Existing Square Footage	121,200
Additions	1966: addition of 24 classrooms and increase in cafeteria and locker rooms
Acreage of Site	21 acres
Building Issues	The District identified deficiencies in the following areas: – Mechanical systems – Electrical systems – Plumbing systems – Windows – Roof In addition to the physical plant issues, the District reported that the existing facility does not support the delivery of its educational program and has both existing and projected overcrowding concerns.
Original Design Capacity	Unknown
2024-2025 Enrollment	553 students
Agreed Upon Enrollment	645 students
Enrollment Specifics	The District and MSBA have mutually agreed upon design enrollment of 645 students serving grades 6-12.
Total Project Budget – Debt Exclusion Anticipated	Yes

MSBA Board Votes	
Invitation to Eligibility Period	March 2, 2022
Invitation to Feasibility Study	March 1, 2023
Preferred Schematic Authorization	April 30, 2025
Project Scope & Budget Authorization	On October 29, 2025 Board agenda

Reimbursement Rate Before Incentives	53.53%
Incentive Points	1.40 – Maintenance 3.15 – Major reconstruction or renovation/reuse 1.00 – Indoor Air Quality – “Green Schools” ¹
Total Reimbursement Rate	59.08%

¹The MSBA has provisionally included one (1) incentive point for indoor air quality, subject to the District meeting certain sustainability requirements for the project. If the District does not meet the requirements of the Green Schools Program, the District will not qualify for the incentive point, and the MSBA will adjust the reimbursement rate accordingly.

Consultants	
Owner’s Project Manager (the “OPM”)	The Vertex Companies, LLC
Designer	Tappe Architects

Discussion

MSBA staff reviewed the documents provided by the District and met with the District and its consultants to discuss scope and budget. The District has provided a Total Project Budget of \$125,000,000, which includes an estimated construction cost of \$98,264,388 (\$664/sq. ft.). The Estimated Basis of Total Facilities Grant is \$112,591,133, which excludes the following: legal fees; OPM and Designer fees beyond MSBA funding limits; costs associated with permitting; costs associated with ineligible administrative costs; costs associated with recording fees; costs associated with special construction; costs associated with asbestos-containing floor material and ceiling tile abatement; costs associated with the removal of a fuel storage tank; construction costs for building work associated with ineligible building area; construction costs for site work beyond MSBA funding limits, which includes scope associated with ineligible building area; costs associated with mailing and moving; costs exceeding the \$1,200 per student allowance for furniture, fixtures, and equipment; and costs exceeding the \$1,200 per student allowance for technology. The Total Project Budget also excludes costs associated with the commissioning of ineligible building area, as well as the owner’s and construction contingencies.

Project Scope and Budget Agreement	
Enrollment: 645	District’s Proposed Project Budget
Proposed Total Square Feet: 148,033	
Project Budget ¹	\$117,975,552
Scope Exclusions/Ineligible Costs	-\$5,384,419
Third Party Funding	-\$0
Estimated Basis of Total Facilities Grant	\$112,591,133
Reimbursement Rate	59.08%
Estimated Maximum Total Facilities Grant before Cost Recovery ²	\$66,518,841
Commissioning Costs Associated with Ineligible Building Area	-\$3,498
Cost Recovery Associated with Prior Projects	-\$0
Estimated Maximum Total Facilities Grant ²	\$66,515,343
Owner’s and Construction Contingencies	\$7,024,448
Ineligible Owner’s and Construction Contingencies	-\$4,076,516

Potentially Eligible Owner's and Construction Contingencies	\$2,947,932
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures	\$1,741,638
Total Project Budget	\$125,000,000
Maximum Total Facilities Grant ^{3,4}	\$68,256,981

¹Does not include Owner's or Construction Contingencies.

²Does not include any grant funds for potentially eligible Owner's or Construction Contingency Expenditures; subject to MSBA review and audit.

³Includes 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.

⁴Maximum Total Facilities Grant will be allocated in part to the current Grant Cap, and in part to future available Grant Cap space.

MSBA staff recommends an Estimated Maximum Total Facilities Grant of \$66,515,343; however, the District may be eligible for up to an additional \$1,741,638 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 \$68,256,981 for the Project Scope and Budget Agreement and Project Funding Agreement for an addition and renovation project at the Millis Middle/High School serving grades 6-12.