

# Agawam High School

Agawam, MA

School Building Committee Meeting #5

May 8, 2023

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# TODAY'S AGENDA

1. Call meeting to order
2. Approval of previous Meeting Minutes *[vote required]*
3. Review Project Budget, Approve Invoices & Commitments *[vote required]*
4. OPM & Designer Updates
  - a. MSBA Reimbursement Process & Procedures
  - b. Designer Update
5. Public comment
6. New business/comments
7. Adjourn



# MEETING MINUTES

## VOTE:

Approval of Meeting Minutes from the March 27<sup>th</sup> SBC Meeting



# BUDGET TRACKING

Agawam High School - Agawam, MA

April 30, 2023


## 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	\$ 365,000	\$ (15,000)	\$ 350,000	\$ 350,000	100%	\$ 85,000.0	24%	\$ 265,000	\$ -	
0002-0000	A&E Feasibility Study/Schematic Design	\$ 740,000	\$ (55,000)	\$ 685,000	\$ 685,000	100%	\$ -	0%	\$ 685,000	\$ -	
0003-0000	Environmental & Site	\$ 130,000	\$ (30,000)	\$ 100,000	\$ 100,000	100%	\$ -	0%	\$ 100,000	\$ -	
0004-0000	Other	\$ 15,000	\$ 100,000	\$ 115,000	\$ 611	1%	\$ 611	1%	\$ -	\$ 114,389	
	<b>SUB-TOTAL</b>	<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 1,135,611</b>	<b>91%</b>	<b>\$ 85,611</b>	<b>6.8%</b>	<b>\$ 1,050,000</b>	<b>\$ 114,389</b>	
<b>TOTAL PROJECT BUDGET</b>		<b>\$ 1,250,000</b>	<b>\$ -</b>	<b>\$ 1,250,000</b>	<b>\$ 1,135,611</b>	<b>91%</b>	<b>\$ 85,611</b>	<b>7%</b>	<b>\$ 1,164,389</b>	<b>\$ 114,389</b>	
<b>FUNDING SOURCES</b>											
	Maximum State Share	\$ 748,000	59.84%								
	Local Share	\$ 502,000	40.16%								
	<b>SUB-TOTAL</b>	<b>\$ 1,250,000</b>	<b>100%</b>								
<b>CONSTRUCTION COST ESTIMATES</b>											
	Designer FS Cost Estimate										
	Designer SD Cost Estimate										
	OPM SD Cost Estimate										
	PFA Budget										



# INVOICE LOG

**VOTE: Approval of LeftField's invoices for March and April services as presented**



THE RIGHT CHOICE IN PROJECT MANAGEMENT

Jennifer Bonfiglio  
Chief Procurement Officer  
Town of Agawam  
36 Main Street  
Agawam, MA 01001

Invoice Date: 03/31/23  
Invoice No.: 4

FDR: Owner's Project Management Services for MSBA Core Project  
Agawam High School - 760 Cooper Street, Agawam, MA 01001

**Professional Services from March 1, 2023 to March 28, 2023**


OPM Services	
Owner's Project Management Services for the month of March 2023	\$ 20,000
<b>Total Labor:</b>	<b>\$ 20,000</b>

Reimbursable Expenses	
	\$ -
<b>Total Expenses:</b>	<b>\$ -</b>

**Total this Invoice: \$ 20,000**

Contract Status	Budget	Previous	Current	Total To Date	Balance
FS/SD Phase	\$ 350,000	\$ 50,000.00	\$ 20,000	\$ 70,000	\$ 280,000
OPM Services Total:					
Reimbursable Expenses Total:					
<b>Total Contract:</b>	<b>\$ 350,000</b>	<b>\$ 50,000</b>	<b>\$ 20,000</b>	<b>\$ 70,000</b>	<b>\$ 280,000</b>

Please Remit Payment To:  
LeftField, LLC  
PO Box 307  
Hingham, MA 02043



THE RIGHT CHOICE IN PROJECT MANAGEMENT

Jennifer Bonfiglio  
Chief Procurement Officer  
Town of Agawam  
36 Main Street  
Agawam, MA 01001

Invoice Date: 04/30/23  
Invoice No.: 5

FDR: Owner's Project Management Services for MSBA Core Project  
Agawam High School - 760 Cooper Street, Agawam, MA 01001

**Professional Services from April 1, 2023 to April 30, 2023**

OPM Services	
Owner's Project Management Services for the month of April 2023	\$ 15,000
<b>Total Labor:</b>	<b>\$ 15,000</b>

Reimbursable Expenses	
	\$ -
<b>Total Expenses:</b>	<b>\$ -</b>

**Total this Invoice: \$ 15,000**

Contract Status	Budget	Previous	Current	Total To Date	Balance
FS/SD Phase	\$ 350,000	\$ 70,000.00	\$ 15,000	\$ 85,000	\$ 265,000
OPM Services Total:					
Reimbursable Expenses Total:					
<b>Total Contract:</b>	<b>\$ 350,000</b>	<b>\$ 70,000</b>	<b>\$ 15,000</b>	<b>\$ 85,000</b>	<b>\$ 265,000</b>

Please Remit Payment To:  
LeftField, LLC  
PO Box 307  
Hingham, MA 02043



# OPM & DESIGNER UPDATES

## MSBA REIMBURSEMENT PROCESS & PROCEDURES

### MSBA REIMBURSEMENT – GRANT ASSESSMENT

How it works

How it affects the options – In the coming weeks....

*The values utilized in this presentation are NOT to be considered budget or final expected reimbursement values as they are not specifically associated to any particular option. This is merely a presentation on the MSBA's reimbursement/grant assessment process.*



## MSBA REIMBURSEMENT – GRANT ASSESSMENT

### How it Works – *When*

At the end of the schematic phase and subject to MSBA BOD (Board of Directors) approval, the MSBA and Agawam HS will enter into a Project Scope and Budget Agreement (“PSBA”). Prior to this agreement, the MSBA will take an assessment of the budget and determine specific ineligibles and/or exclusions to the project which will affect the maximum reimbursement grant. This will in turn affect Agawam's share of the project costs.

In other words, as the reimbursement grant decreases, Agawam’s share increases.



## MSBA REIMBURSEMENT – GRANT ASSESSMENT

### How it Works – *Mechanics of the Evaluation*

#### The MSBA

- Requests all associated project costs to find the Total Project Budget
- Evaluates those costs against MSBA scope and cost limits
- Subtracts those costs that are categorically (100%) ineligible or over the cost limits from the Total Project Budget
- Determine the (typically reduced) cost basis that the reimbursement rate will be applied to
- Find the amount of grant that the MSBA will provide to the project.





## MSBA REIMBURSEMENT – GRANT ASSESSMENT

The MSBA utilizes a specific budget form called “the **Total Project Budget Template**”, also called the “**3011**”.

It’s an excel form with formula’s that computes specific cells to assess their reimbursement participation.

The MSBA also utilizes a Unifomat classification for the tally of the core building and site work costs.



# Total Project Budget Template-3011 example

Insert District and School	Provide estimated construction costs on P&B Template (See Note)	Schematic Design Submittal Data																																																																														
<p><b>Total Project Budget:</b> All costs associated with the project are subject to MSBA CMI 2.1015</p>																																																																																
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<p><b>Notes:</b></p> <p>1 - The Estimated Basis of Total Facilities Grant and Estimated Maximum Facilities Grant amounts do not include any potentially eligible contingency funds and are subject to review and audit by the MSBA.</p> <p>2 - Costs associated with the commissioning of ineligible square footage is estimated to result in the recovery of a portion of the overall commissioning cost. The OPM has estimated this recovery of funds to be \$____. The proposed demolition of the _____ School is expected to result in the MSBA recovering a portion of state funds previously paid to the District for the _____ project at the existing facilities completed in _____. The MSBA will perform an independent analysis based on a review of its records and information and estimates provided by the District for the proposed school project that may or may not agree with the estimated cost recovery generated by the District and its consultants using this template.</p> <p>3 - Pursuant to Section 3.21 of the Project Funding Agreement and the applicable policies and guidelines of the Authority, any project costs associated with the reallocation or transfer of funds from either the Owner's contingency or the Construction contingency to other budget line items shall be subject to review by the Authority to determine whether any such costs are eligible for reimbursement by the Authority. All costs are subject to review and audit by the MSBA.</p>																																																																																

### Board Authorization

Design Enrollment	955
Total Building Gross Floor Area (GSF)	266,829
Total Project Budget (excluding Contingencies)	\$238,649,935
Scope Items Excluded or Otherwise Ineligible	-\$106,620,680
Third Party Funding (Ineligible)	-\$0
Estimated Basis of Maximum Total Facilities Grant <sup>1</sup>	\$132,029,255
Reimbursement Rate <sup>1</sup>	63.34%
Est. Max. Total Facilities Grant (before recovery) <sup>1</sup>	\$83,627,330
Cost Recovery <sup>2</sup>	-\$0
Estimated Maximum Total Facilities Grant <sup>1</sup>	\$83,627,330

Construction Contingency <sup>3</sup>	\$10,259,601
Ineligible Construction Contingency <sup>3</sup>	\$8,207,681
"Potentially Eligible" Construction Contingency <sup>3</sup>	\$2,051,920
Owner's Contingency <sup>3</sup>	\$1,615,396
Ineligible Owner's Contingency <sup>3</sup>	\$589,436
"Potentially Eligible" Owner's Contingency <sup>3</sup>	\$1,025,960
Total Potentially Eligible Contingency <sup>3</sup>	\$3,077,880
Reimbursement Rate	63.34%
Potential Additional Contingency Grant Funds <sup>3</sup>	\$1,949,529
Maximum Total Facilities Grant	\$85,576,859

Total Project Budget	\$249,274,932	Without Contingency Use	\$157,890,741.76
District Share	\$163,698,073		\$155,022,605
Effective Reimbursement	34.33%		35.04%

59.84 Reimbursement Rate Before Incentive Points  
 3.50 Total Incentive Points  
 63.34% MSBA Reimbursement Rate

NOTES  
 This template was prepared by the MSBA as a tool to assist Districts and consultants in understanding MSBA policies and practices regarding potential impact on the MSBA's calculation of a potential Basis of Total Facilities Grant and potential Total Maximum Facilities Grant. This template does not contain a final, exhaustive list of all evaluations which the MSBA may use in determining whether items are eligible for reimbursement by the MSBA. The MSBA will perform an independent analysis based on a review of information and estimates provided by the District for the proposed school project that may or may not agree with the estimates generated by the District using this template.

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Does not include feasibility study costs

If no caps, straight reimbursement District Share (theory only!)  
 \$157,890,741.76 \$91,384,189.98

Does not include feasibility study costs

The information on this Total Project Budget Template is provided as a guide only. It is not intended to constitute an offer of insurance or any other financial product. The information on this Total Project Budget Template is provided as a guide only. It is not intended to constitute an offer of insurance or any other financial product.

# MSBA REIMBURSEMENT – GRANT ASSESSMENT

## How it Works – *Scope and Service Exclusion Evaluations*

Certain costs are **categorically (100%) ineligible**, such as:

- Legal services
- Site acquisition costs
- Rental or storage costs (modular classrooms)
- Costs that are normal operating and maintenance costs of the school district, as determined by the Authority, such as textbooks, classroom supplies, custodial supplies, administrative support, telephone service and other such operating costs
- Demolition costs\* (\*unless deemed as the most cost-effective solution)
- Asbestos Containing Materials (ACM) associated with flooring and ceilings
- District administrative offices
- Swimming pools, skating rinks, greenhouses, indoor tennis courts

*For more information, please visit the MSBA website:*

*<http://www.massschoolbuildings.org/guidelines/statutes>*

*963 CMR 2.00 SCHOOL BUILDING GRANT PROGRAM, Section 2.16, Article 5 – Ineligible costs*



# MSBA REIMBURSEMENT – GRANT ASSESSMENT

## How it Works – *Limited Cost Participation Evaluations*

The MSBA has a series of participation cost limits – or “**caps**” – on budget specifics such as:

- Soft cost cap (20%) – *Should not be applicable*
- A/E and OPM fee caps (10% and 3.5% @\$500/SF) – *Applicable*
- A/E and OPM Services related to ineligible scope (athletic fields, oversized gyms & auditoriums, etc.)
- **Construction cost cap (\$393/SF) – *Applicable***
- **Site work cost cap (8% of building costs) – *Applicable***
- FF+E/Technology (\$2,400/student) – *Applicable*
- Hard Contingency cap (1-2% of construction costs) – *Applicable*
- Incentive reimbursement points – *Applicable*



## MSBA REIMBURSEMENT – GRANT ASSESSMENT

### How it Works – *Incentive Reimbursement Points applicable to Agawam HS*

0-2 Routine Maintenance (*Assume value of 1.5 points*)

0-5 Major reconstruction/renovation  
(Assume value of 0 points, has to be NO new construction)

0-2 Energy efficiency (2 points)

59.84 Reimbursement Rate Before Incentive Points

3.50 Total Incentive Points

63.34% MSBA Reimbursement Rate



# MSBA REIMBURSEMENT – GRANT ASSESSMENT

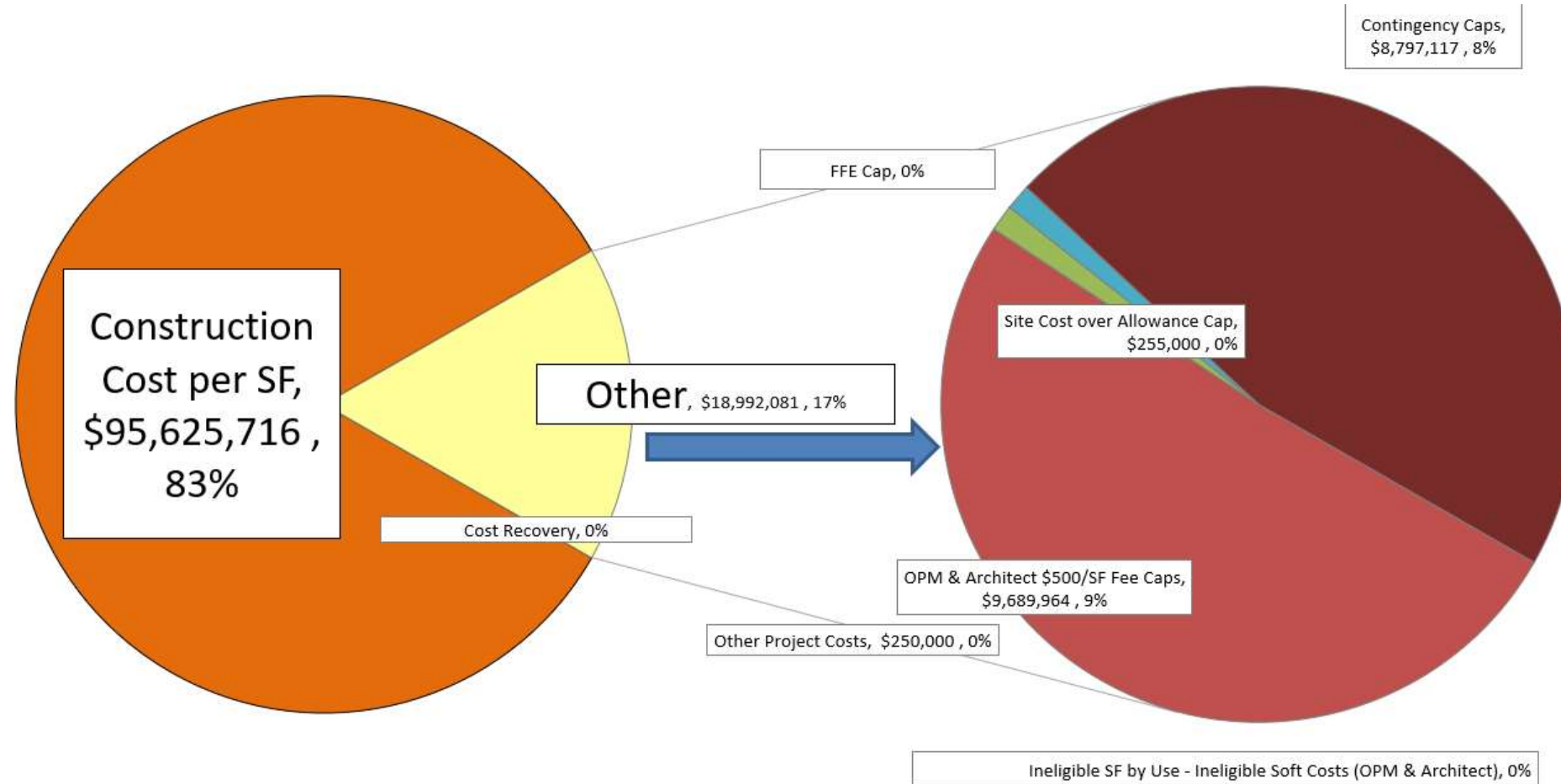
## How it Works – *Proposed Sample Project Budget*

Enrollment – Grade 9-12	955
MSBA ISS per Student (198 NSF)	189,090
Assumed Net to Gross Factor 1.5 (GSF)	283,635
Space Beyond MSBA Guidelines (GSF)	5,000
Cost per Sq Ft. <b>New Construction</b>	\$769
Order of Magnitude Construction Cost	\$166,796,984
Escalation (3.5 years)	\$20,159,215
Adjusted Order of Magnitude Construction Cost	\$186,956,199
Soft costs (25% of hard costs)	\$62,318,733
Anticipated (Range) Total Project Cost	\$249,274,932



# MSBA REIMBURSEMENT – GRANT ASSESSMENT

## How it Works – *Proportional* *Breakdown of Costs Deemed Ineligible for Reimbursement*



## Reimbursement is based on ELIGIBLE project costs, not total project cost

### WHAT NOT TO ADVERTISE TO THE COMMUNITY

Total project cost	\$249,274,932
MSBA reimbursement	59.84%
MSBA Share	\$149,166,119
<b>District Share</b>	<b>\$100,108,812</b>

### WHAT TO ADVERTISE TO THE COMMUNITY

Total project cost	\$249,274,932
MSBA reimbursement on <b>ELIGIBLE COSTS</b>	59.84%
Potential Incentive Points	3.50%
Est. reimbursement on <b>ELIGIBLE COSTS</b>	63.34%
Estimated <b>ELIGIBLE COSTS</b>	<b>\$142,654,252</b>
Adjusted Reimbursement Rate	63.34%
<b>Estimated MSBA Grant</b>	<b>\$83,627,330</b>
Estimated MSBA Cost Recovery	\$(0)
MSBA Share	\$85,576,859
<b>District Share</b>	<b>\$163,698,073</b>

Net MSBA reimbursement = roughly 34%  
 District share = roughly 66%





## An update regarding construction costs

The construction market, like many markets have been severely challenged with historic, unprecedented increased cost escalation in 2020, 2021, 2022 and 2023. While the experts say the market will level out, or go down, they said this back in 2021 and early 2022. Time will tell. However, please remember that construction costs historically rise and fall [slightly], **but over time always continue to rise!**



# Producer Price Index Cost Drivers

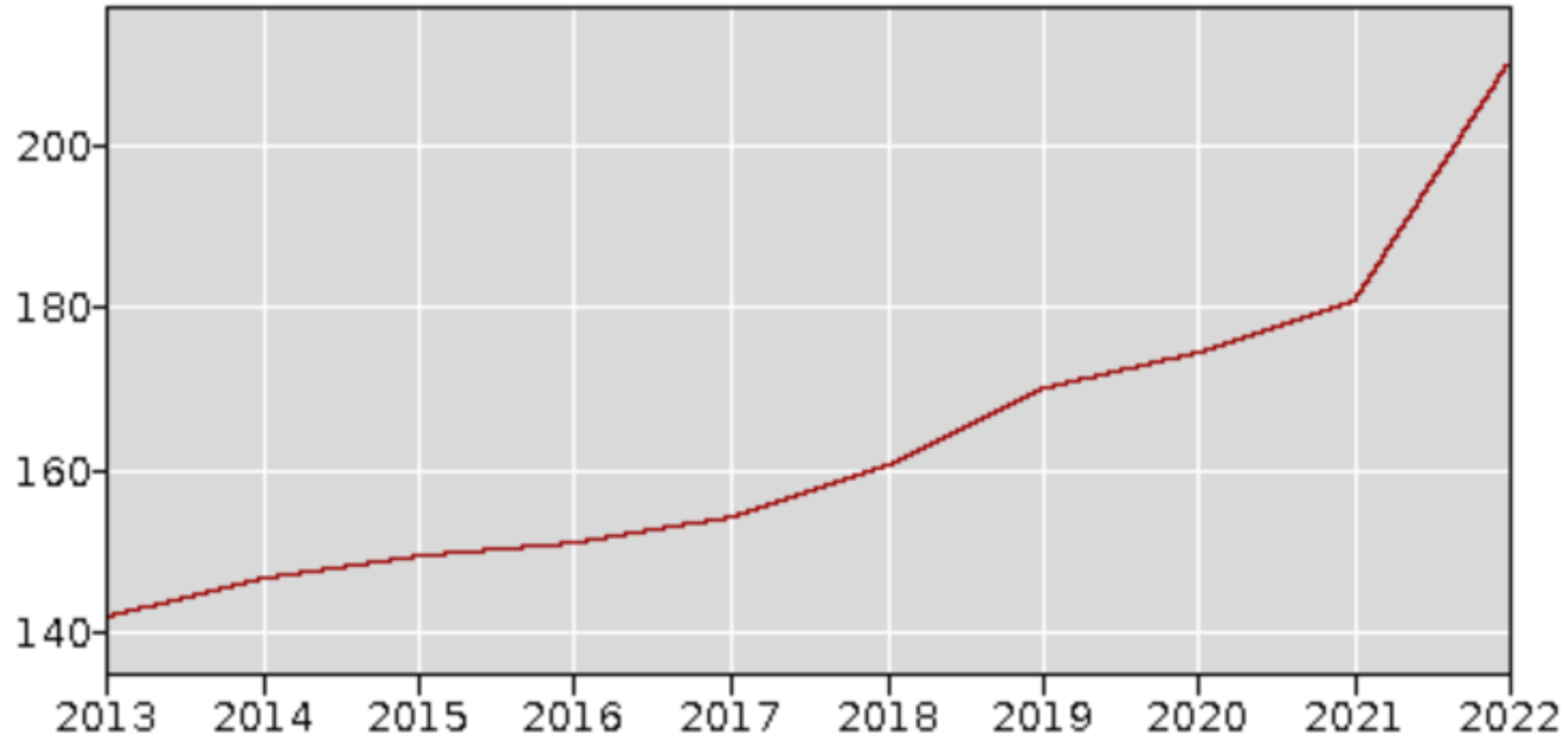
## Major Escalation Cost Drivers

- COVID supply chain challenges
- Invasion of Ukraine
- Severe weather
- Labor shortage and competition from other industries

**= Material pricing spike as a result of the above-listed cost drivers**



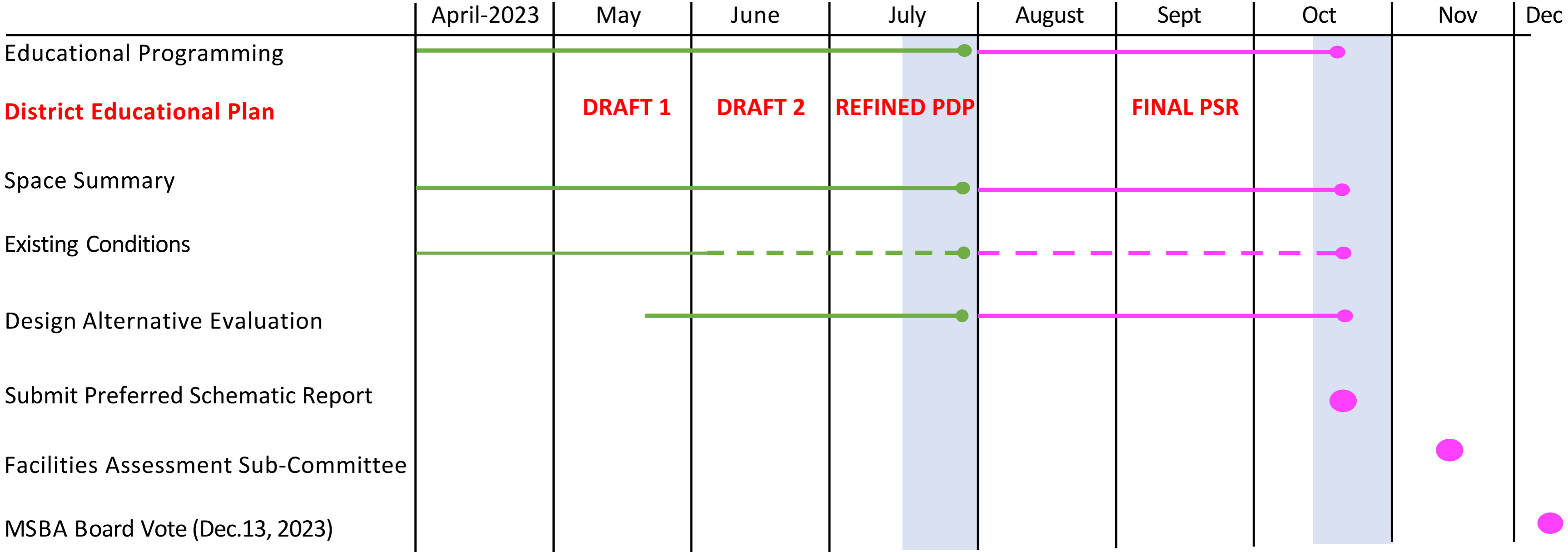
## Bureau of Labor Statistics [BLS], Producer Price Index [PPI] for New School Construction



**1 year  
increase from  
July 2021 to  
July 2022 was  
19.47%**



# Proposed Workflow Schedule

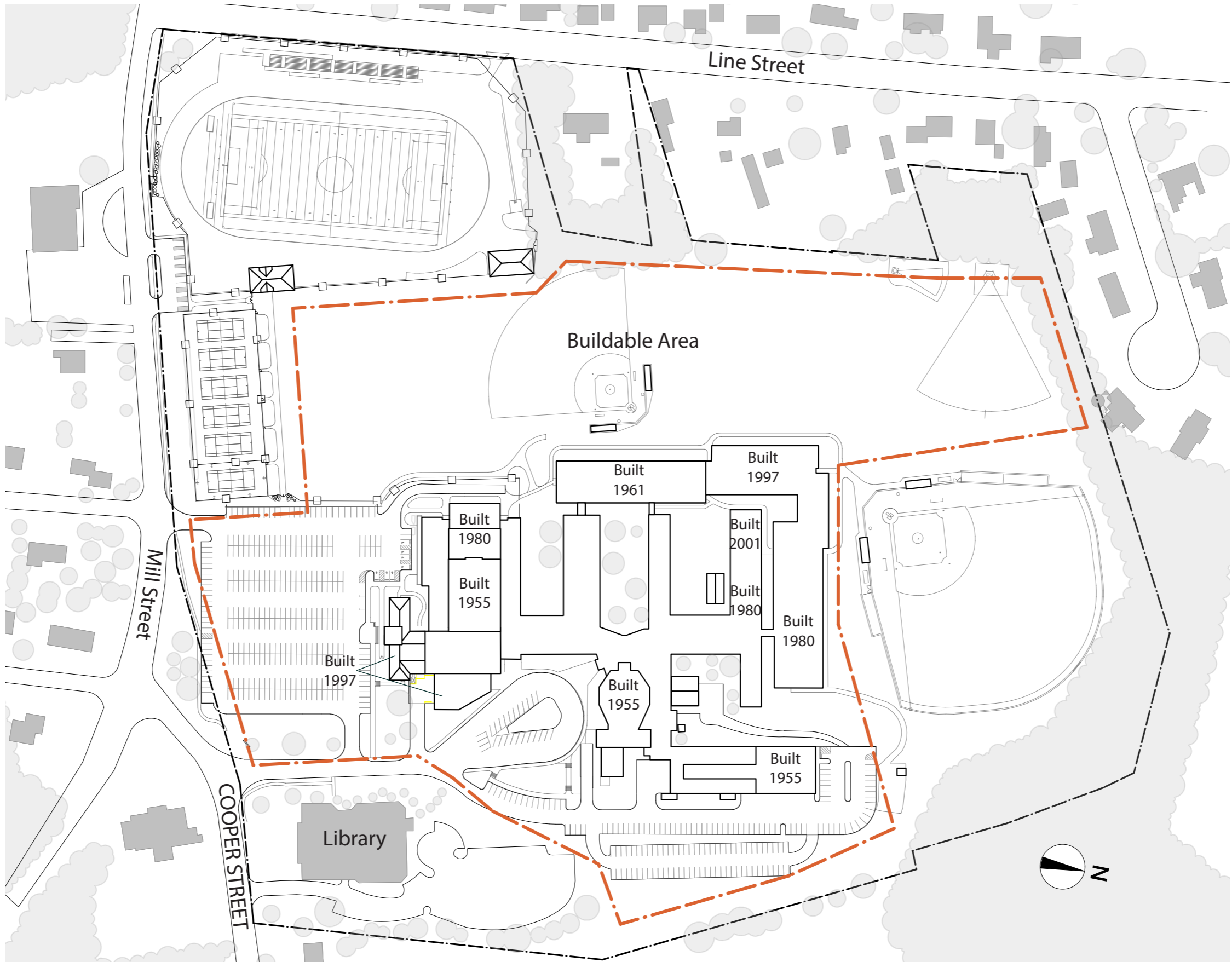


■ Preliminary Design Program (PDP)  
■ Preferred Schematic Report (PSR)

# Existing Plans

## Agawam High School

# Site Plan



Buildable Area: 23.38 Acres

# Existing Floor Plans - Upper Level

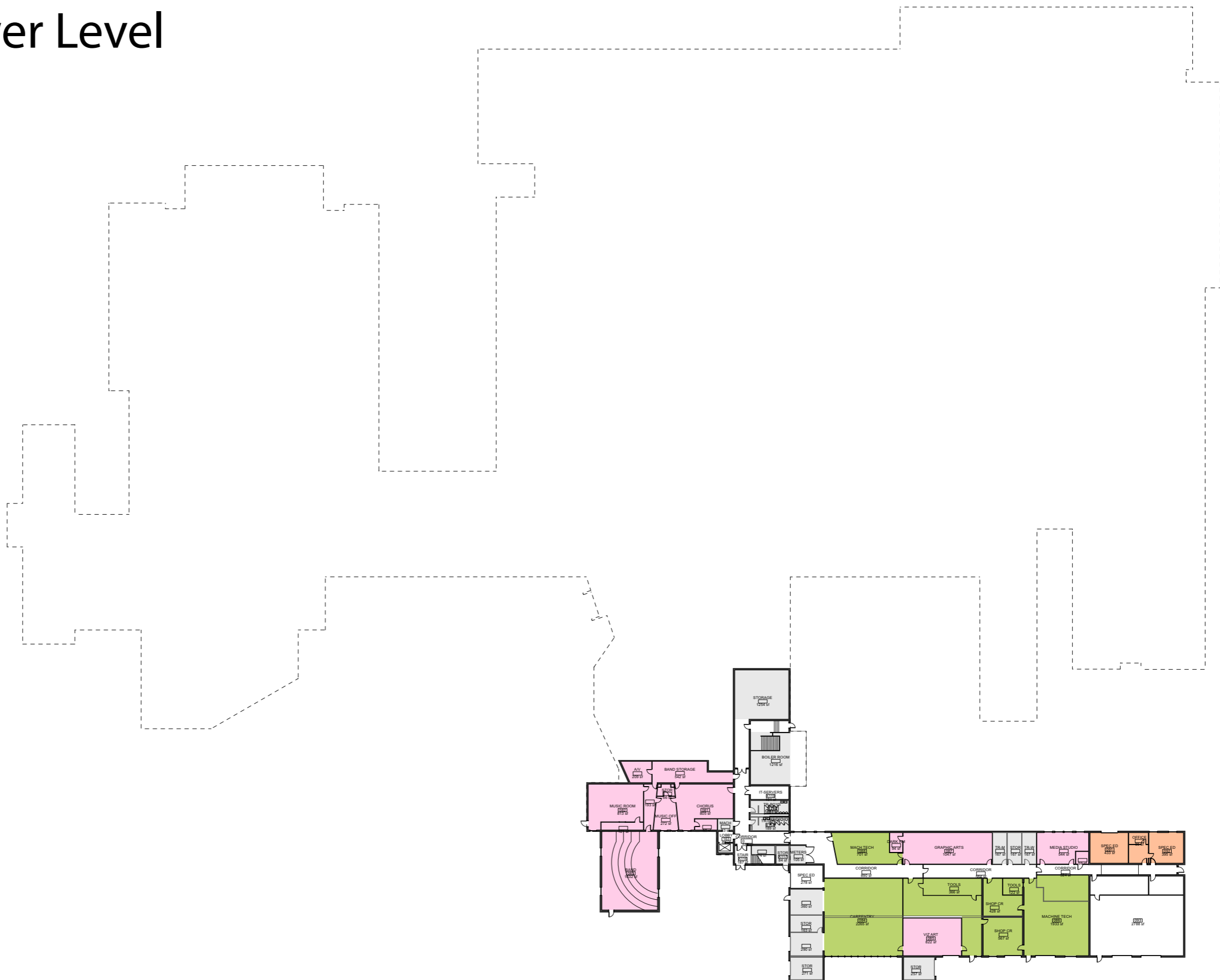
- Core Academic (52,150)
- Special Education (9815)
- Art & Music (9470)
- Vocations & Technology (8400)
- Health & Physical Education (25,500)
- Media Center (8500)
- Auditorium (9550)
- Dining and Food Service (13400)
- Medical (880)
- Administration & Guidance (4500)
- Custodial
- Other (8400)

Total Net 160,000  
 Total Gross 216,000



# Existing Floor Plans - Lower Level

- Core Academic (52,150)
- Special Education (9815)
- Art & Music (9470)
- Vocations & Technology (8400)
- Health & Physical Education (25,500)
- Media Center (8500)
- Auditorium (9550)
- Dining and Food Service (13400)
- Medical (880)
- Administration & Guidance (4500)
- Custodial
- Other (8400)





# MSBA Default Space Summary Template compared to Existing Program - 955 Student Enrollment

ROOM TYPE	EXISTING NET SF*	MSBA DEFAULT NET SF	NET SF DIFFERENCE
CORE ACADEMIC SPACES	52,153 SF	46,360 SF	- 5,793 SF
SPECIAL EDUCATION	9,709 SF	10,070 SF	+ 251 SF
ART & MUSIC	9,468 SF	6,700 SF	- 2,768 SF
VOCATIONS & TECHNOLOGY	8,404 SF	8,640 SF	+236 SF
HEALTH & PHYSICAL EDUCATION	25,929 SF	21,548 SF	- 4,380 SF
MEDIA CENTER	8,485 SF	5,869 SF	- 2,616 SF
AUDITORIUM & DRAMA	9,550 SF	9,255 SF	- 295 SF
DINING & FOOD SERVICE	13,410 SF	8,508 SF	- 4,902 SF
MEDICAL	881 SF	910 SF	+ 29 SF
ADMINISTRATION & GUIDANCE	4,512 SF	4,159 SF	- 353 SF
CUSTODIAL & MAINTENANCE	2,500 SF	2,341 SF	- 159 SF
OTHER	8,369 SF	2,341 SF	- 6,028 SF
NET SQUARE FOOTAGE	153,370 SF		- 27,861 SF
<b>TOTAL</b>	216,300 SF	189,000 SF	<b>27,300 SF</b>

\* All Space Quantities and Sizes to be Confirmed throughout Feasibility Study

# Existing Conditions- Architecture Exterior

- The exterior envelope requires thermal upgrades to be code compliant. This would involve replacing windows, doors, roof and exterior veneer in most locations.
- Multiple exterior doors create security concerns
- Courtyard doors swing in opposite direction for safe egressing.



# Existing Conditions- Architecture Interior

- Many internal elevation changes with non-compliant ramps.
- Hallways are long and convoluted with long travel times between classes and heavy circulation build up.
- Main entrance is difficult to find for visitors and lacks sense of arrival.
- Limited meeting and collaboration spaces.



# Existing Conditions- Core Academic & Special Education

- Classrooms do not meet state standards.
- Special Education spaces are not conducive for serving students. Lower level spaces are disconnected from other learning spaces and the majority of general population at first floor.
- Science lab spaces do not meet OSHA requirements and are not flexible.
- Chemical storage requires proper ventilated cabinets with electrical panels within the space corroding.



# Existing Conditions- Performing Arts

- Band, chorus and Auditorium lacks acoustic balance within spaces and isolation from adjacent spaces.
- The stage house does not have proper height to “fly” stage scenes typical for high school productions.
- The stage does not have ADA accessibility from main house.



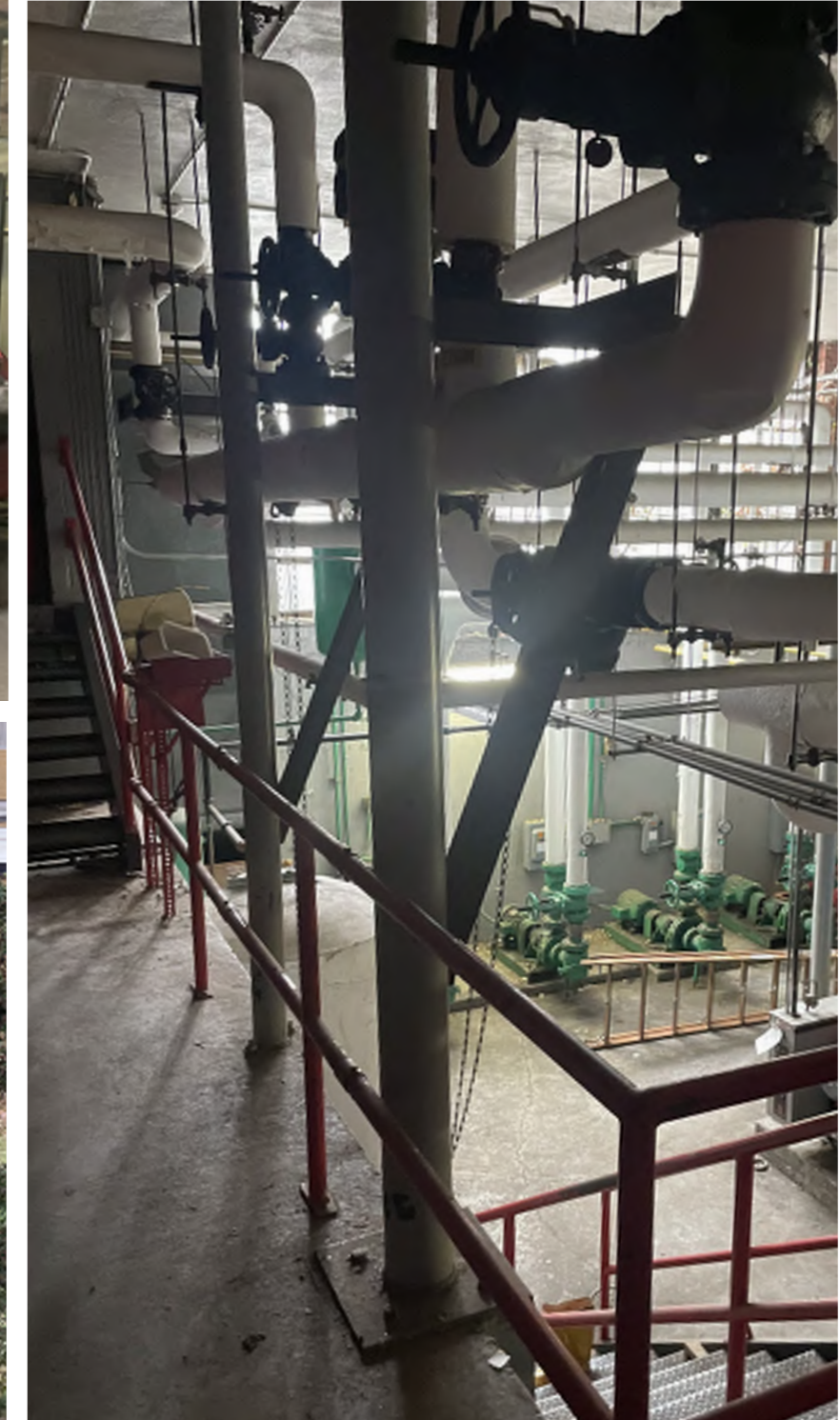
# Existing Conditions- Code

- Generally, only the north west portion of the room contains accessible toilets.
- No accessible route to the platform in the auditorium.
- Handrails at ramps do not extend the proper amount and some ramps do not have handrails at all. Ramps exceed the slope limit of 8.2%
- Stairs and handrails generally not compliant.
- Majority of doors are not accessible due to the lack of maneuvering clearances.
- Generally, seating/workstations meet accessibility requirements with the exception of older science labs.
- Water fountains meet accessibility requirements.



# Existing Conditions- HVAC

- Main basement boilers are beyond their useful life and should be replaced along with supporting equipment and pumps.
- Perimeter convectors in hallways, classroom hot-water convectors, ceiling and wall hung unit heaters by entry doors have all exceed their useful life expectancy and should be replaced.
- Most AHU equipment is beyond its useful life. Library, Cafeteria and Office AHUs appear to be in reasonably good condition.
- Classroom ventilation is provided untreated via openings in the facade and operable windows
- The piping in the building is mostly original, mid 1950's. The age of this piping exceeds the life expectancy.
- Controls are a mix of manufacturers and should be replaced for consistency.



# Existing Conditions- Electric

- Mix of original and mid-90's electrical distribution equipment - far exceeding or at end of useful life.
- Some corrosion at panelboards; electrical access impeded by storage
- Power in classrooms may be insufficient for today's needs (laptops, online collaboration)
- No emergency power available
- Fluorescent lighting - should be replaced with LED for energy savings





# Existing Conditions- Fire Alarm and Fire Protection

- Edwards Fire Alarm Control Panel from mid-90's - at end of useful life
- Detection and notification systems throughout system not compliant with current code (coverage)
- Any major renovations or new construction will require a fully sprinklered building according to NFPA 13-2019
- Partial sprinkler system in north part of building, covering classroom, science prep/storage rooms, hallways, janitor closets and restrooms.
- Partial sprinkler system in south part of building covering offices with hallways, partial cafeteria, dish-washing, mechanical and maintenance spaces.



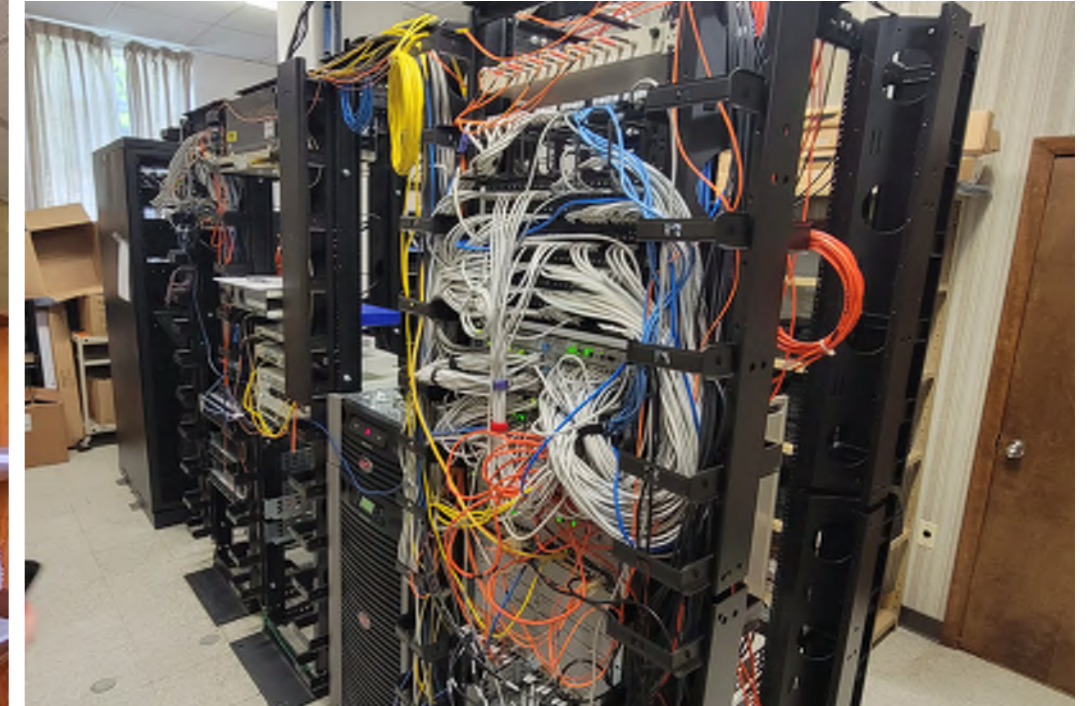
# Existing Conditions- Plumbing

- All waste, vent, and water piping should be considered, due to the age of the building. The piping is original to the building
- About 80% of the fixtures throughout the building are from original construction and not as efficient as new fixtures would be.
- The locker rooms and associated areas were renovated in 2018 with some high-efficiency fixtures.
- Point-of-use storage type electric water heaters are located throughout the building.
- The science classrooms where fume hoods and gas/water science tables are used have a monitoring system that is not code compliant.



# Existing Conditions- Telecom

- No dedicated cooling - equipment may become overheated
- Daisy chain topology - single point of failure
- Uninterruptible Power Supply not in use
- Lack of cable management, cables abandoned in place and no system labeling - space constraints and maintenance difficulties



# Existing Conditions- Building Findings Summary

- The existing school structure is in fair condition
- We did not observe any signs of foundation settlement
- We did not observe any positive connections between the non-structural masonry partition walls and the structure
- Observed damage from moisture at the base of the exterior door frames at same locations.
- It is not feasible to construct vertical additions on top of existing structure
- If the extents of renovations is extensive, that is if the Work Area is greater than 50% of the gross area of the building. (Level 3 Alterations), we will have to add new masonry shear walls at column lines with new foundations
- We will require that all existing masonry walls are connected to existing structure if the renovations are classified as Level 3 Alterations



# Existing Conditions- Lanscape, Site & Amenities

- Various concrete curbs were observed to be crumbling and in need of repair or replacement.
- The concrete stairs at the main entrance to the school are beginning to crumble, especially surrounding handrail posts.
- Access from the bus parking area up to the sports field brings the visitor up a significantly steep slope that may need further evaluation to meet ADA access requirements.

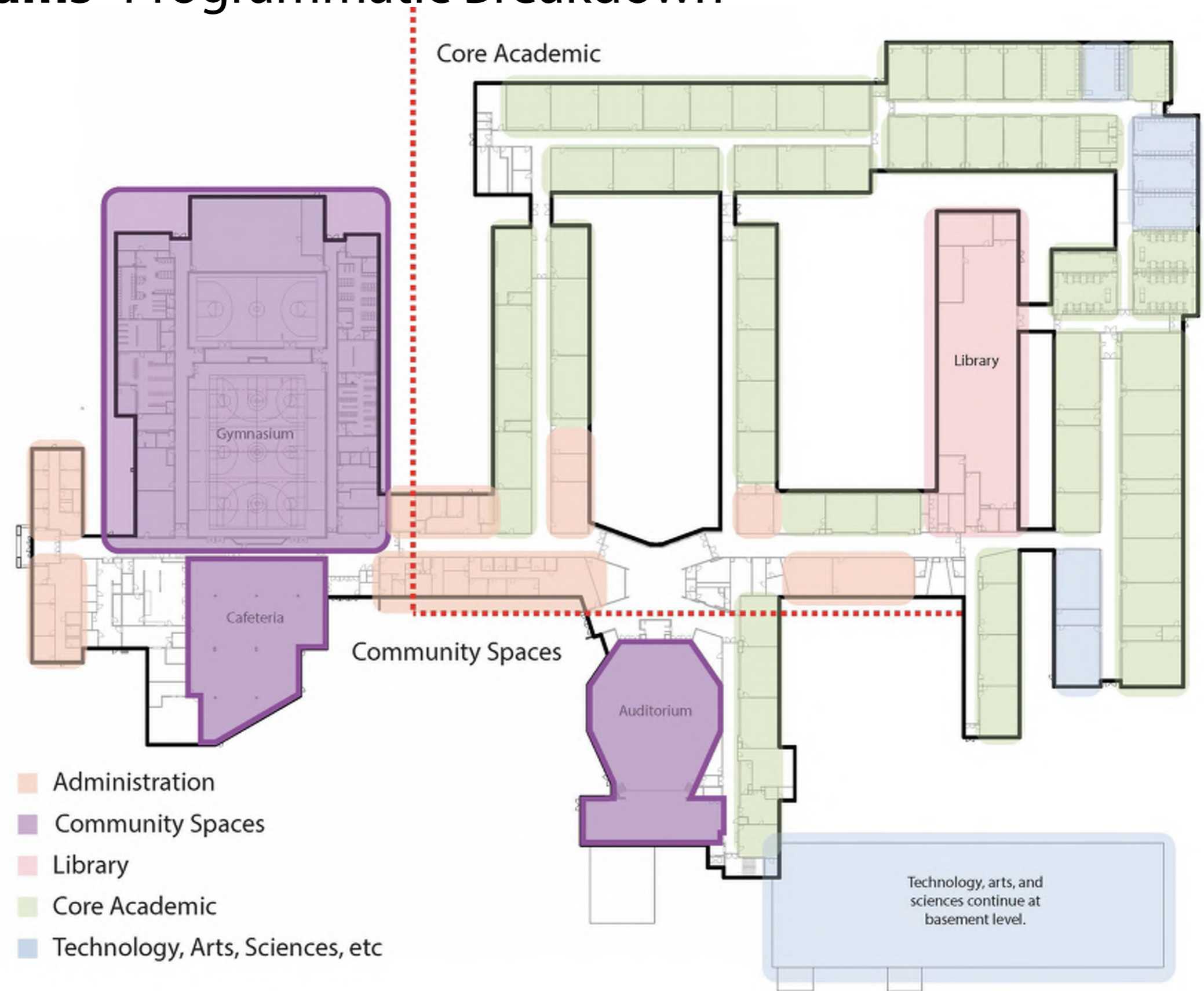


# Existing Conditions- Vegetation and Site Furnishings

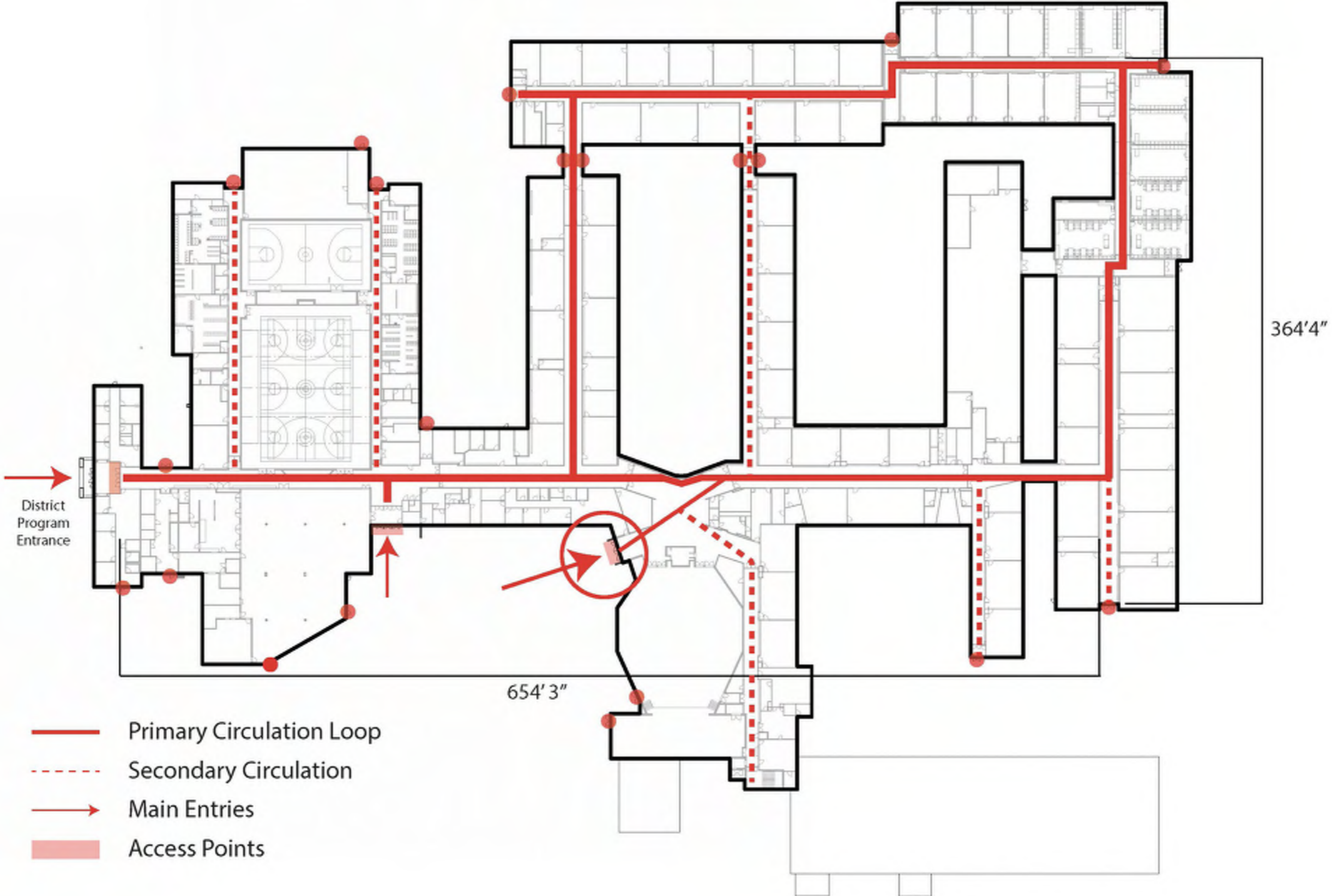
- The site is not densely vegetated, but rather selectively sprinkled with mature deciduous trees; the species observed included; Acer (Maple), Quercus (Oak), and Robinia (Locust).
- As mentioned previously, one courtyard was planted with a mix of flowering trees; one tree was planted as a Memorial element for a prior student.
- Ornamental trees, shrubs, and perennials are located at the front facade of each Main Entrance.
- Ornamental boulders with plaques and engravings serve as signage elements and dedications at the entrance to the stadium (from the parking lot) and at the faculty entrance (a Veteran's Memorial).



# Building Diagrams- Programmatic Breakdown

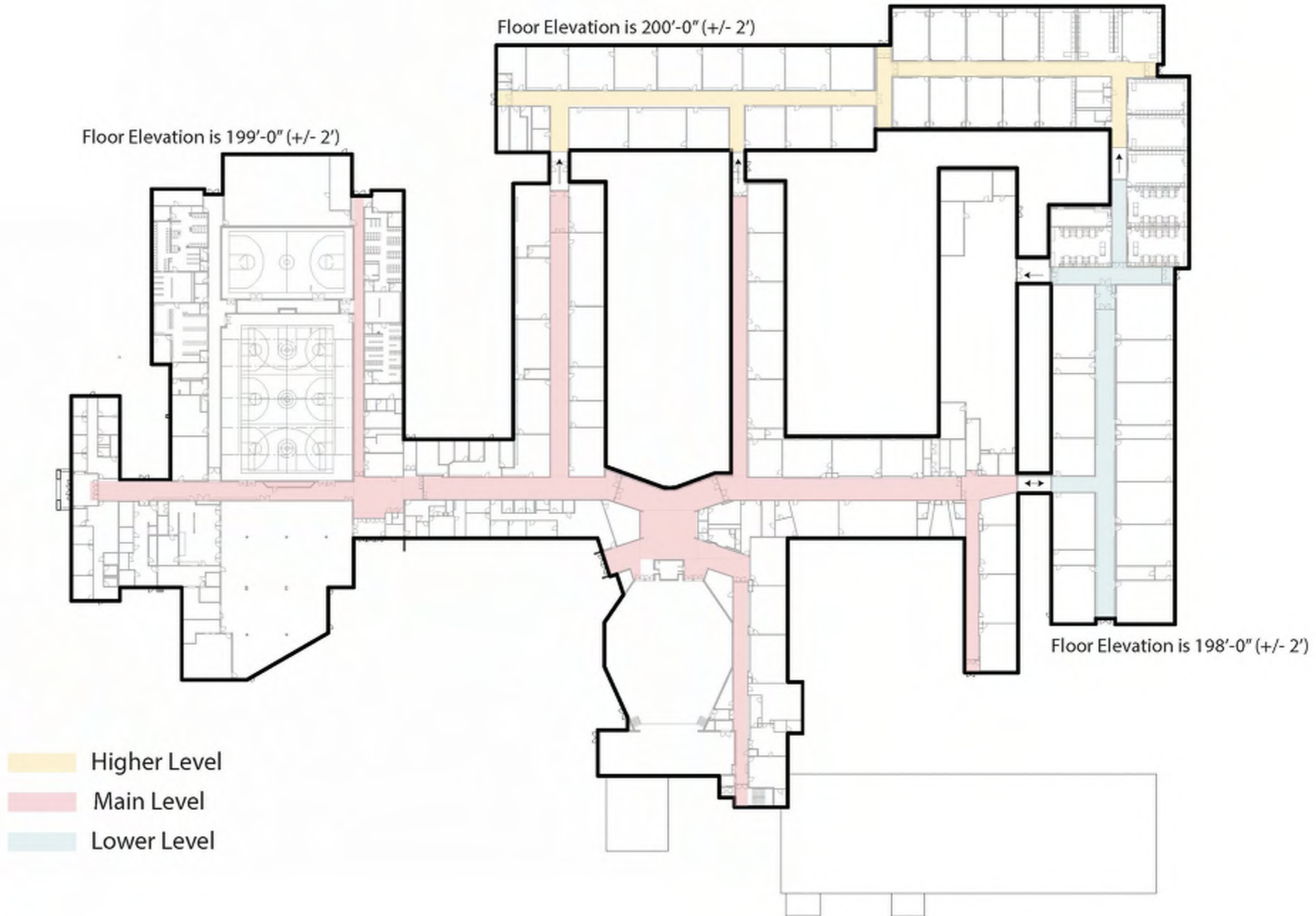


# Building Diagrams- Circulation

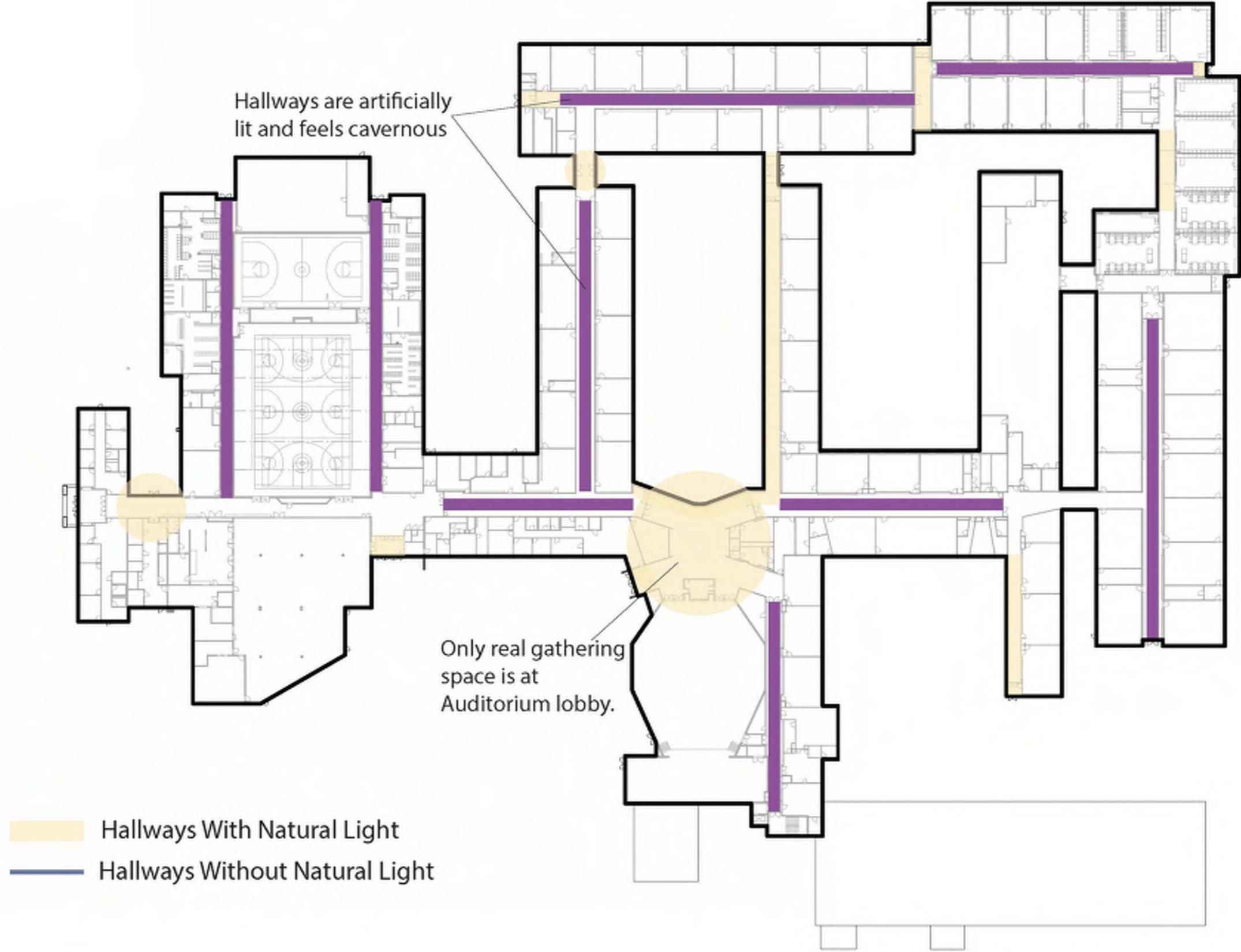




# Building Diagrams- Multiple Level Changes



# Building Diagrams- Natural Light



# TODAY'S AGENDA

1. Call meeting to order
2. Approval of previous Meeting Minutes *[vote required]*
3. Review Project Budget, Approve Invoices & Commitments *[vote required]*
4. OPM & Designer Updates
  - a. MSBA Reimbursement Process & Procedures
  - b. Designer Update
5. Public comment
6. New business/comments
7. Adjourn





Thank You!  
Q/A

