

NEW SHOREHAM SCHOOL DEPARTMENT  
SCHOOL BUILDING COMMITTEE MEETING

Block Island School Library  
Monday, December 19, 2022  
3:00 p.m.

**The New Shoreham School Building Committee will meet in person. The public is invited to attend. Face covering is optional and we appropriate social distancing while in the building.**

SUPPLEMENTAL AGENDA

- 1) Call to Order – Roll Call
- 2) Approval of Minutes
- 3) Vote on Chair
- 4) Working Group/Sub-Committee
- 5) Review Pay-As-You-Go MOA next steps
  - a) Updated timeline for MOA
  - b) Cash Flow Projection for MOA
  - c) Vote to recommend the School Committee approve the signing of both MOAs
- 6) Review Educational Enhancements
  - a) 12/5/22 Survey
  - b) 12/7/22 Meeting
- 7) HVAC Discussion (High Level)
- 8) Construction Delivery Method (Very High Level)
- 9) Set next School Building Committee Meeting date
- 10) Adjournment

The committee may choose to take a vote on any item listed under the agenda if needed. Some portions of this meeting may go into executive session in accordance with 42-46-4 and 5 of the Rhode Island General Laws, as amended.

Block Island School is a handicapped accessible facility. Those individuals requiring interpretive or hearing impaired services should contact the Block Island School via Relay Rhode Island at 1-800-745-5555 (TTY) at least 72 hours before the meeting date.

NEW SHOREHAM SCHOOL DISTRICT  
SCHOOL BUILDING COMMITTEE MEETING

Block Island School Media Center  
Thursday, October 13, 2022  
3:00 p.m.

Minutes

- 1) Call to Order – Meeting called to order by Robert Gerardi at 3:00pm. Those present were Robert Gerardi, Kyle Riley, Thomas Risom, Maryanne Crawford, and Melanie Reeves
- 2) Vote on Chair –
  - a) It was identified that the quorum present does not reflect the full committee until the Town Council appoint the other community members and we have a full committee.
    - i) This item was tabled until we have the full committee.
- 3) Review and make recommendation on Saccoccio and Associates Proposal
  - a) Recommend for School – Maryanne Crawford and Sam Bradner, of Perigrine, sent comments back to Saccoccio regarding the agreement. Waiting on Denise Meyers to review with her comments.
    - i) Decision to table until ready for approval.
    - ii) A consideration is that we should consider having a special meeting to get the contract approved for recommendation to the School Committee before the next scheduled School Committee meeting due to urgency of the project timeline.
- 4) Peregrine Proposed Timelines
  - a) Reviewed Timelines for Town Council/School Committee Presentation – Sam Bradner from Peregrine presented a schedule overview and a background of the work they have done thus far.
  - b) Maryanne discussed the amount approved at FTM vs. amount approved by RIDE. Submitted 35% BI factor. RIDE gave 15% BI factor. Maryanne said we can spend the full \$10,399,139, but only reimbursed on RIDE approved amount, \$9,056,722.
  - c) Sam discussed project components.
    - i) Schematic Design (light) is done for Stage II application.
    - ii) To come: Schematic Design, Design Development, Construction Documents. RIDE will review each design and estimate.
    - iii) The design process is assigned to each project. We may want to combine project all into one, which would push some out, or decide to keep separate. Schedule assumes separate.
  - d) The Stage II document will evolve as the project progresses. Sam discussed project with building occupied vs unoccupied, school year when students are in the building, off-season, housing for contractors. Balancing student safety with contractor efficiency.

- e) Lisa Robb, audience member, mentioned trailers for classrooms and/or housing.
    - i) Sam mentioned the modular industry having no availability right now and wait times on HVAC units being 8-10 months.
  - f) Thomas Risom asked the the following concerns:
    - i) Does Saccoccio include Engineer as well?
      - (1) Sam replied that yes GGD, Engineers, will now be rolled up under Saccocio.
    - ii) Bidding problems with Medical Center.
      - (1) Likely will be same for the school.
    - iii) Can we take away Geothermal?
      - (1) Sam says RIDE decision was not contingent on that.
    - iv) Who knows the HVAC approach? Occupied – Unoccupied. Leave some systems active to allow school to be in session while working on other systems.
      - (1) Erik says GGD would advise on that.
    - v) Can we get expanded version of schedule, not rolled up?
      - (1) Yes.
  - g) Lisa Robb asked:
    - (1) Will the HVAC system move to one system or remain multiple systems. Will classroom distributors be replaced? Moisture in basement?
      - (a) Erik says we will use existing boilers, but replace rooftop ventilation systems.
      - (b) The new school will have ducting, not hot water. In classroom, distributors will be replaced.
    - (2) Are addressing moisture in basement.
      - (a) Yes, the south east corner will be addressed
    - (3) Do all project contracts need to be signed by December 30, 2023?
      - (a) Sam says, yes. You have to hire the contractor before December 30, 2023 to qualify for incentives.
- 5) RIDE Executed Necessity MOA
- a) Received Executed MOA as attached. MOA is complete
- 6) Review Pay-As-You-Go MOA next steps
- a) Determine next steps prepare Pay-As-You-Go MOA –
  - b) Bob presented MOA. MOA is not complete. We did not have timeline and funding schedule completed yet.
  - c) Sam says we can submit the schedule he presented as Exhibit B in the MOA.
  - d) Sam says we can now build a cash flow document.
  - e) Sam recommends getting MOA signed at next school committee meeting.
  - f) The purpose for this Pay-As-You-Go MOA is that Housing Aid submitted when all projects are complete. Reimbursement over schedule of bond. Pay-As-You-Go is money up front. \$418,847 represents the 35% reimbursement of what you spent. Could start submitting now. Can include Stage II costs. Need to have the 65% to spend. Maryanne may combine multiple projects into one bond.

- 7) Set next School Building Committee Meeting date
- a) Sam suggests aligning Building Committee meetings one week before School Committee meeting so any decisions made go to the School Committee meeting the following week
  - b) The group made a tentative meeting date for the School Building Committee of 10/26 – 3pm.
- Megan Hennessy asked: Are the plans online? Maryanne suggests a Building Committee section on the website with all information on the website. Will ask Webmaster to add the section.
- 8) Adjournment – Thomas Risom made a motion to adjourn at 3:54. Kyle Riley seconded. 5 – Ayes, 0 – Nays.

Approved:

Submitted:

Joint Meeting between  
NEW SHOREHAM SCHOOL COMMITTEE and BLOCK ISLAND SCHOOL BUILDING COMMITTEE  
Block Island School Media Center  
15 High Street  
Wednesday, November 2, 2022  
3:00 p.m.

The New Shoreham School Committee and Block Island School Building Committee will meet in person. The public is invited to attend. Face covering is optional and we appropriate social distancing while in the building.

AGENDA

1. Call to Order School Committee– Roll Call
  - a. Jessica asks Dr. Gerardi to lead the school Building Committee meeting discussion on the Architect and Engineering Contract
  - b. Dr. Gerardi Took a roll call of the members of the School Building Committee present
    - i. Marayanne Crawford
    - ii. Charlie Weber (Absent due to schedule conflict)
    - iii. Tom Risum
    - iv. Kyle Riley
    - v. Melanie Reeves
    - vi. William Paiden (Pagent)
    - vii. Lisa Robb
    - viii. Lionel Butterfield
    - ix. Robert Gerardi
  - c. The School Building Committee are here today to review a negotiated contract and make a recommendation to the School Committee.
  - d. The OPM met several times with Maryanne Crawford and I and we sought advice from the School Department Attorney, Denise Myers.
  - e. The document you have today has incorporated most of the recommendations of the attorney
  - f. However, there are three outstanding concerns that we will need the opinion of the School Building Committee to decide.
  - g. After discussion, the School Building Committee will make a recommendation to the School Committee in regard to the contract as amended.
  - h. I would like to turn the meeting over to Erik Andrutis to review the overall contract and lead the discussion on the last three points.
  - i. Do I have a recommendation to recommend the School Committee approval of the contract as amended?

2. Recommendation from the School Building Committee to the School Committee to approve Architect/Engineering Contract with Saccoccio and Associates as recommended by the School Building Committee

3. Adjournment

Block Island School is a handicapped accessible facility. Those individuals requiring interpretive or hearing impaired services should contact the Block Island School via Relay Rhode Island at 1-800-745-5555 (TTY) at least 72 hours before the meeting date.

Posted: October 28, 2022

## **New Shoreham – School Building Committee**

### **OPM Update – 10.13.2022**

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#### **1. Activities to Date**

- Recurring Ownership coordination meetings.
- Review of Stage II documents.
- RIDE-SBA coordination.
- Coordination and review meeting with A/E team (Saccoccio Architects).
- Project scheduling meeting with district/town leadership and A/E.
- A/E contract review and negotiation.

#### **2. Preliminary Project Budget**

- Ongoing review of Stage II documentation which will be updated as contracts/costs have been confirmed.
- Cashflow analysis to be developed based on acceptance of preliminary project schedule.

#### **3. Preliminary Project Schedule**

- Schedule based on the following assumptions:
  - Three major components/projects:
    - HVAC Improvements
    - Gymnasium/Educational Enhancements
    - Plumbing Fixtures/Science Room Utility Shut Off
  - RIDE-SBA Incentive Deadline: December 31, 2023
  - Separate design and construction schedules – need to validate this is the best approach against cost, occupied construction and on-island logistics.

**NEW SHOREHAM SCHOOL DISTRICT**  
**BLOCK ISLAND SCHOOL**  
DRAFT PROJECT SCHEDULE

ID	<div><div></div><div><div></div><div></div><div></div></div><div>Task Mode</div></div>	Task Name	Duration	Start	Finish	H2	2023	H1	H2	2024	H1	H2	2025	H1
1		<div><div></div><div></div><div></div></div>												
2		<div><div></div><div></div><div></div></div>	A/E Proposal/Contract	27 days	Mon 9/26/22	Tue 11/1/22								
3	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	Proposal Preparation	10 days	Mon 9/19/22	Fri 9/30/22								
4	<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>	OPM Review	5 days	Wed 10/5/22	Tue 10/11/22								
5		<div><div></div><div></div><div></div></div>	Owner Review and Approval	5 days	Wed 10/12/22	Tue 10/18/22								
6		<div><div></div><div></div><div></div></div>	Owner Coordination Meetings	0 days	Mon 9/26/22	Mon 9/26/22								
7		<div><div></div><div></div><div></div></div>	Leadership	TBD										
8		<div><div></div><div></div><div></div></div>	Building Committee	TBD										
9		<div><div></div><div></div><div></div></div>	School Committee	TBD										
10		<div><div></div><div></div><div></div></div>												
11		<div><div></div><div></div><div></div></div>	HVAC	560 days	Wed 10/19/22	Tue 12/10/24								
12		<div><div></div><div></div><div></div></div>	Schematic Design	115 days	Wed 10/19/22	Tue 3/28/23								
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25		<div><div></div><div></div><div></div></div>	Construction Documents	130 days	Wed 4/5/23	Tue 10/3/23								
31		<div><div></div><div></div><div></div></div>	Bidding	40 days	Wed 10/4/23	Tue 11/28/23								
35		<div><div></div><div></div><div></div></div>	Construction	270 days	Wed 11/29/23	Tue 12/10/24								
39		<div><div></div><div></div><div></div></div>												
40		<div><div></div><div></div><div></div></div>	Gymnasium/Educational Enhancements	362 days	Thu 10/13/22	Fri 3/1/24								
41		<div><div></div><div></div><div></div></div>	Educational Enhancement Teacher Visioning	TBD	TBD	TBD								
42		<div><div></div><div></div><div></div></div>	Schematic Design	65 days	Wed 10/19/22	Tue 1/17/23								
48		<div><div></div><div></div><div></div></div>	Design Development	90 days	Wed 11/2/22	Tue 3/7/23								
54		<div><div></div><div></div><div></div></div>	Construction Documents	100 days	Wed 12/7/22	Tue 4/25/23								
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Project: BI - Schedule - Card Tri  
Date: Wed 10/12/22

Symbol	Task	Split	Milestone	Summary	Project Summary	Inactive Task	Inactive Milestone	Inactive Summary	Manual Task	Duration-only	Manual Summary Rollup	Manual Summary	Start-only	Finish-only	External Tasks	External Milestone	Deadline	Progress	Manual Progress
[Blue Bar]	Task							[Blue Bar]							[Grey Bar]				
[Dotted Blue Bar]		Split							[Teal Bar]							[Grey Diamond]			
[Black Diamond]			Milestone							[Teal Bar]							[Green Down Arrow]		
[Black Bar]				Summary							[Teal Bar]							[Blue Bar]	
[Grey Bar]					Project Summary							[Black Bar]							[Teal Bar]
[White Bar]						Inactive Task							[Blue L Bracket]						
[Grey Diamond]							Inactive Milestone							[Blue R Bracket]					

NOTES: Page 1  
 1. All schedule information is preliminary and subject to revision based on Owner, Designer and Contractor input.  
 2. Schedule does not include input from Contractor regarding construction durations.

**NEW SHOREHAM SCHOOL DISTRICT**  
**BLOCK ISLAND SCHOOL**  
DRAFT PROJECT SCHEDULE

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Project: BI - Schedule - Card Tri  
Date: Wed 10/12/22

Task		Inactive Summary		External Tasks	
Split		Manual Task		External Milestone	
Milestone		Duration-only		Deadline	
Summary		Manual Summary Rollup		Progress	
Project Summary		Manual Summary		Manual Progress	
Inactive Task		Start-only			
Inactive Milestone		Finish-only			

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 1. All schedule information is preliminary and subject to revision based on Owner, Designer and Contractor input.  
 2. Schedule does not include input from Contractor regarding construction durations.



**RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT**

The New Shoreham School Committee ("LEA") and the School Building Authority at the Rhode Island Department of Elementary and Secondary Education (RIDE) hereby enter into this Agreement with respect to projects approved by the Council on Elementary and Secondary Education on May 17, 2022 for funding through the Statewide Bond/ Pay-As-You-Go. These projects are consistent with district's existing Necessity of School Construction approval.

**Scope of the Project:** Funding can only be provided to the approved scopes of work pursuant to the LEA's Necessity of School Construction executed Memorandum of Agreement.

Approved Project Cost:	\$ 9,056,722
Pay-As-You-Go Offering:	\$ 418,847

The Project Cost includes project management, design fees and other soft costs, which shall not exceed 20% of the total general construction costs. The above listed value excludes eligible housing aid bonuses. Funds will be used exclusively for the project described above, in accordance with the guidelines of the funding request. The project must comply with all requirements set forth in the Rhode Island School Construction Regulations, including the most recent Northeast Collaborative for High Performance Schools Protocol (NECHPS).

**Dollar Authorization (budget agreement):** The parties to this Agreement understand and agree that total expenditures for this Approved Project shall not exceed \$ 9,056,722.

**Timelines:** The LEA must procure and contract all design and construction services and RIDE will not be party to any local contractual agreements. All projects must receive Schematic Design, Design Development and 60% Construction Documents design review approval by the School Building Authority (SBA) at RIDE. Any project completed prior to obtaining design review approval is ineligible to receive Statewide Bond/ Pay-As-You-Go.

The district will submit monthly requisitions, with a cumulative total of at least \$10,000 of project costs, for reimbursement throughout the project. LEAs are required to provide quarterly progress reports for all ongoing school construction projects through the reporting portal and template developed by the SBA.

The project shall be substantially complete and close out will be complete by December 31, 2024. If the project is not complete by this date, the project amount will be deducted from the LEA's FY 2026 Housing Aid. LEAs must deduct any amount received in Statewide Bond/ Pay-As-You-Go funding from Housing Aid submission.

**RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT**

**Standing Contingency:**

The district agrees to work with the School Building Authority at RIDE, and the SBA's designees, to confirm the progress of the design and construction of any approved project. If a project misses key milestones or is falling behind their Statewide Bond/ Pay-As-You-Go schedule and/or cash flow projection (Exhibit A and Exhibit B), the district may be subject to remediation measures and/or may jeopardize the Statewide Bond/ Pay-As-You-Go commitment.

The undersigned acknowledge that they have received a copy of the Rhode Island School Construction Regulations (200-RICR-20-05-4) and understand the requirements imposed by these regulations. The undersigned further agree that they will at all times ensure that the Approved Project is, and all activities related thereto are, in compliance with all applicable provisions of these Regulations. Further the district agrees to promptly notify RIDE of any deviation from the approved scope, timeline or cost of the Approved Project. Per the Regulations, RIDE or its representatives reserve the right to conduct an audit of any and all Project Files.

Per R.I. Gen. Laws §16-7-41.1, the LEA must meet the following requirements: for projects over \$1.5 million, project budgets must include an Owner's Program Manager (OPM) and Commissioning Agent; and all projects must comply and ensure that prevailing wage laws are being followed, and ensure that minority businesses reach a minimum of 10% of the value of the bid.

**Special Contingencies:** The district must participate and obtain all jurisdictional (federal, state and local) reviews and approvals pursuant to the Rhode Island School Construction Regulations (200-RICR-20-05-4).

All other things being equal, the services of qualified and capable vendors with offices in Rhode Island, or those who propose a joint venture with a Rhode Island firm, should be utilized.

**New Shoreham School Committee** (signatures of all members of the School Board and the Superintendent are required).

_____	_____	Date_____
Name	Signature	
_____	_____	Date_____
Name	Signature	
_____	_____	Date_____
Name	Signature	
_____	_____	Date_____
Name	Signature	
_____	_____	Date_____
Name	Signature	

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

<hr/> Name	<hr/> Signature	<hr/> Date
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<hr/> Name	<hr/> Signature	<hr/> Date
<hr/> Name	<hr/> Signature	<hr/> Date
<hr/> Superintendent Name	<hr/> Signature	<hr/> Date

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Rhode Island Department of Elementary and Secondary Education

Date: 

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Please submit the following documents with your executed MOA

1. Appendix A- MOA
2. Exhibit A- Sample Monthly Cash Flow Projection
3. Exhibit B- Sample Project Task/ Schedule

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

**APPENDIX A**

**SEE ATTACHED MEMORANDUM OF AGREEMENT**

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

**EXHIBIT A**

**See Attached  
MONTHLY CASH FLOW PROJECTION\***

\*To be updated and provided on a monthly basis.

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

**EXHIBIT B**

**See Attached  
PROJECT TASK/ SCHEDULE\***

\*Project Task or Schedule shall be provided on a monthly basis, this document should be provided by your OPM, Architect, Engineer, or Prime Contractor.

**RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT**

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**Scope of the Project:** Funding can only be provided to the approved scopes of work pursuant to the LEA's Necessity of School Construction executed Memorandum of Agreement.

Approved Project Cost:	\$ 9,056,722
<b>Pay-As-You-Go Offering, Part 2:</b>	<b>\$ 256,332</b>

The Project Cost includes project management, design fees and other soft costs, which shall not exceed 20% of the total general construction costs. The above listed value excludes eligible housing aid bonuses. Funds will be used exclusively for the project described above, in accordance with the guidelines of the funding request. The project must comply with all requirements set forth in the Rhode Island School Construction Regulations, including the most recent Northeast Collaborative for High Performance Schools Protocol (NECHPS).

**Dollar Authorization (budget agreement):** The parties to this Agreement understand and agree that total expenditures for this Approved Project shall not exceed **\$ 9,056,722.**

**Timelines:** The LEA must procure and contract all design and construction services and RIDE will not be party to any local contractual agreements. All projects must receive Schematic Design, Design Development and 60% Construction Documents design review approval by the School Building Authority (SBA) at RIDE. Any project completed prior to obtaining design review approval is ineligible to receive Statewide Bond/ Pay-As-You-Go.

The district will submit monthly requisitions, with a cumulative total of at least \$10,000 of project costs, for reimbursement throughout the project. LEAs are required to provide quarterly progress reports for all ongoing school construction projects through the reporting portal and template developed by the SBA.

The project shall be substantially complete and close out will be complete by June 30, 2025. If the project is not complete by this date, the project amount will be deducted from the LEA's FY 2026 Housing Aid. LEAs must deduct any amount received in Statewide Bond/ Pay-As-You-Go funding from Housing Aid submission.

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

**Standing Contingency:**

The district agrees to work with the School Building Authority at RIDE, and the SBA's designees, to confirm the progress of the design and construction of any approved project. If a project misses key milestones or is falling behind their Statewide Bond/ Pay-As-You-Go schedule and/or cash flow projection (Exhibit A and Exhibit B), the district may be subject to remediation measures and/or may jeopardize the Statewide Bond/ Pay-As-You-Go commitment.

The undersigned acknowledge that they have received a copy of the Rhode Island School Construction Regulations (200-RICR-20-05-4) and understand the requirements imposed by these regulations. The undersigned further agree that they will at all times ensure that the Approved Project is, and all activities related thereto are, in compliance with all applicable provisions of these Regulations. Further the district agrees to promptly notify RIDE of any deviation from the approved scope, timeline or cost of the Approved Project. Per the Regulations, RIDE or its representatives reserve the right to conduct an audit of any and all Project Files.

Per R.I. Gen. Laws §16-7-41.1, the LEA must meet the following requirements: for projects over \$1.5 million, project budgets must include an Owner's Program Manager (OPM) and Commissioning Agent; and all projects must comply and ensure that prevailing wage laws are being followed, and ensure that minority businesses reach a minimum of 10% of the value of the bid.

**Special Contingencies:** The district must participate and obtain all jurisdictional (federal, state and local) reviews and approvals pursuant to the Rhode Island School Construction Regulations (200-RICR-20-05-4).

All other things being equal, the services of qualified and capable vendors with offices in Rhode Island, or those who propose a joint venture with a Rhode Island firm, should be utilized.



***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

New Shoreham School Committee (signatures of all members of the School Board and the Superintendent are required).

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Superintendent Name	Signature	

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Rhode Island Department of Elementary and Secondary Education

Date: 

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Please submit the following documents with your executed MOA

1. Appendix A- MOA
2. Exhibit A- Sample Monthly Cash Flow Projection
3. Exhibit B- Sample Project Task/Schedule

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

**APPENDIX A**

**SEE ATTACHED MEMORANDUM OF AGREEMENT**

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

**EXHIBIT A**

**See Attached  
SAMPLE MONTHLY CASH FLOW PROJECTION\***

\*To be updated and provided on a monthly basis

***RHODE ISLAND DEPARTMENT OF EDUCATION  
STATEWIDE BOND/PAY-AS-YOU-GO  
MEMORANDUM OF AGREEMENT***

**EXHIBIT B**

**See Attached  
SAMPLE PROJECT TASK/ SCHEDULE\***

\*Project Task or Schedule shall be provided on a monthly basis, this document should be provided by your OPM, Architect, Engineer, or Prime Contractor.

[illegible]