District: City of Gardner
School Name: Gardner Middle School
Recommended Category: Project Funding Agreement
Date: August 20, 2025

Recommendation

That the Executive Director be authorized to enter into a Project Funding Agreement with the City of Gardner (the "District") for a roof replacement project at the Gardner Middle School.

District Information	
District Name	City of Gardner
Elementary Schools	Waterford Street School (PK-1) Elm Street School (2-4)
Middle School	Gardner Middle School (5-7)
High School	Gardner High School (8-12) Gardner Academy for Learning and Technology (9-12) Prospect Alternative High School (9-12)
Priority School Name	Gardner Middle School
Type of School	Middle School
Grades Served	6-8
Year Opened	1997
Existing Square Footage	126,722
Additions	N/A
Building Issues	Roof/Windows/Doors
2024-2025 Enrollment	514

MSBA Votes	
Invitation to Participate in the Accelerated Repair Program	October 30, 2024
Project Funding Agreement Authorization	On August 27, 2025 Board agenda
Reimbursement Rate	80.00%

Consultants	
Owner's Project Manager (the "OPM")	Symmes Maini & McKee Associates, Inc.
Designer	Tighe & Bond, Inc.

Discussion

The Owner's Project Manager ("OPM") and Designer conducted a feasibility analysis of the facility and developed a Schematic Design, including a proposed scope of work, schedule, and estimated budget. The District's Designer, Tighe & Bond, Inc., recommends roof placement project at the Gardner Middle School. The Designer has

confirmed that the proposed roof replacement project will comply with the MSBA's sustainability requirements.

MSBA staff reviewed the existing conditions analysis provided by the District's consultants as well as the proposed schedule. MSBA staff also discussed the proposed scope and budget with the District and its consultants. The District has provided a Total Project Budget of $6,911,028, which includes a construction cost of $5,339,752. Construction costs include the following components:

- $5,275,089 for replacement of metal and EPDM roof sections;
- $47,403 for rooftop solar readiness preparation; and
- $17,260 for accessibility upgrades.

The District also proposes an add alternate for the following scope of work, which is included in the Total Project Budget:

- $457,956 for replacement of mechanical rooftop units (ineligible for reimbursement).

MSBA staff recommends the Estimated Total Facilities Grant and the Maximum Total Facilities Grant, as set forth in the table below, subject to MSBA approval and audit:

Project Funding Agreement	
Enrollment: 514 Total Square Feet: 126,722	District's Proposed Project Budget
Project Budget[1]	$6,541,208
Scope Exclusions/Ineligible Costs[2]	-$457,956
Estimated Basis of Total Facilities Grant	$6,083,252
Reimbursement Rate	80.00 %
Estimated Maximum Total Facilities Grant[3]	$4,866,602
Project Contingencies[4]	$369,820
Potentially Eligible Owner's and Construction Contingencies	$290,856
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5]	$232,685
Total Project Budget	$6,911,028
Maximum Total Facilities Grant[6]	$5,099,287

[1] Does not include Owner's or Construction Contingencies.

[2] Scope exclusions/ineligible costs include replacing the mechanical rooftop units.

[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.*