District: Town of Bourne
School Name: Bourne Middle School
Recommended Category: Project Funding Agreement
Date: August 19, 2026

Recommendation

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

District Information	
District Name	Town of Bourne
Elementary Schools	Bournedale Elementary School (PK-2) Bourne Intermediate School (3-5)
Middle School	Bourne Middle School (6-8)
High School	Bourne High School (9-12)
Priority School Name	Bourne Middle School
Type of School	Middle School
Grades Served	6-8
Year Opened	2000
Existing Square Footage	130,000
Additions	N/A
Building Issues	Roof
2025-2026 Enrollment	390

MSBA Votes	
Invitation to Participate in the Accelerated Repair Program	October 29, 2025
Project Funding Agreement Authorization	On August 26, 2026 Board agenda
Reimbursement Rate	48.27%

Consultants	
Owner's Project Manager (the "OPM")	NV5 Consultants, Inc.
Designer	CSS Architects, 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, CSS Architects, Inc., recommends a partial roof replacement at Bourne Middle School. The Designer has confirmed that the proposed partial roof replacement 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 $4,895,435, which includes a construction cost of $3,924,583. Construction costs include the following components:

- $3,918,548 for installation of asphalt shingle roofing replacement and 2 ply plus cap sheet modified bitumen roof restoration;
    - $3,211 is ineligible for reimbursement for permitting; and
- $6,035 for solar readiness upgrades.

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: 390 Existing Square Footage: 130,000	District's Proposed Project Budget
Project Budget[1]	$4,679,583
Scope Exclusions/Ineligible Costs[2]	$3,211
Estimated Basis of Total Facilities Grant	$4,676,372
Reimbursement Rate	48.27%
Estimated Maximum Total Facilities Grant[3]	$2,257,285
Project Contingencies[4]	$215,852
Potentially Eligible Owner's and Construction Contingencies	$215,676
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures[5]	$104,107
Total Project Budget	$4,895,435
Maximum Total Facilities Grant[6]	$2,361,392

[1] *Does not include Owner's or Construction Contingencies.*
[2] *Scope exclusions/ineligible costs include permitting.*
[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.*