

District: Town of Norfolk  
 School Name: H. Olive Day School  
 Recommended Category: Project Funding Agreement  
 Date: February 6, 2019

**Recommendation**

That the Executive Director be authorized to enter into a Project Funding Agreement with the Town of Norfolk for a roof replacement project at the H. Olive Day School.

<b>District Info</b>	
District Name	Town of Norfolk
Elementary Schools	H. Olive Day School (PK-2) Freeman-Kennedy School (3-6)
Middle School	N/A
High School	N/A
Priority School Name	H. Olive Day School
Type of School	Elementary School
Grades Served	PK-2
Year Opened	1992
Existing Square Footage	81,560
Additions	1999
Building Issues	Roof
2017-2018 Enrollment	462

<b>MSBA Votes</b>	
Invitation to Participate in the Accelerated Repair Program	June 27, 2018
Project Funding Agreement Authorization	On February 13, 2019 Board agenda
Reimbursement Rate	51.63%

<b>Consultants</b>	
Owner’s Project Manager (the “OPM”)	PMA Consultants, LLC
Designer	Gale Associates

**Discussion**

The 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, Gale Associates, recommends a roof replacement project at the H. Olive Day School. The Designer has confirmed that the roof will be in compliance with the MSBA’s sustainability requirements.

MSBA staff reviewed the consultants’ existing conditions analysis and proposed schedule that were provided by the District. Also, MSBA staff discussed the scope and budget with the District and its consultants.

The District has provided a Total Project Budget of \$2,890,801, which includes a construction cost of \$2,471,557. A portion of the roof, 15,912 square feet of the 79,560 square feet scheduled for replacement, is less than 25 years old and therefore not eligible for reimbursement. Construction costs include:

- \$1,414,972 (\$17.78/sf) for asphalt shingles roof (\$446,797 ineligible for reimbursement to reflect costs for roof less than 25 years old);
- \$5,536 for copper roof flashing (\$1,584 ineligible costs for exceeding cap for copper);
- \$81,159 for copper roof panel (\$20,290 ineligible costs for exceeding cap for copper);
- \$73,800 for aluminum roof flashing;
- \$215,900 for repairs at roof trusses at addition (\$215,900 ineligible costs for roof less than 25 years old);
- \$244,919 for roof demolition;
- \$101,570 for rough carpentry;
- \$167,226 for aluminum soffit panels;
- \$45,014 for snow guards;
- \$54,194 for above roof line window work;
- And \$67,267 for other associated costs.

The District proposed an add alternate for the following scope of work. The District may consider the add alternate if the construction bids come in lower than the estimated Construction Budget shown in the Total Project Budget.

- \$18,550 for fully burdened shingle pattern (\$3,710 ineligible costs for roof less than 25 years old).

<b>Project Funding Agreement</b>	
Enrollment: 462	District's Proposed
Total Square Feet: 81,560	Project Budget
Project Budget <sup>1</sup>	\$2,752,257
Scope Exclusions/Ineligible Costs <sup>2</sup>	\$686,871
Estimated Basis of Total Facilities Grant	\$2,065,386
Reimbursement Rate	51.63%
Estimated Maximum Total Facilities Grant <sup>3</sup>	\$1,066,359
Project Contingencies <sup>4</sup>	\$138,544
Potentially Eligible Owner's and Construction Contingencies	\$98,295
Potential Additional Grant Funds for Eligible Owner's and Construction Contingency Expenditures <sup>5</sup>	\$50,750
Total Project Budget	\$2,890,801
Maximum Total Facilities Grant <sup>6</sup>	\$1,117,109

<sup>1</sup> Does not include Owner's or Construction Contingencies.

<sup>2</sup> *Scope exclusions/ineligible costs include construction costs associated with scope less than 25 years old and costs exceeding a cap for copper roof panels and flashing.*

<sup>3</sup> *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.*

<sup>4</sup> *Includes eligible and ineligible Owner’s and Construction Contingency.*

<sup>5</sup> *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.”*

<sup>6</sup> *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.*

MSBA staff recommends an Estimated Maximum Total Facilities Grant of \$1,066,359; however, the District may be eligible for up to an additional \$50,750 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 \$1,117,109 for the Project Funding Agreement for a roof replacement project at the H. Olive Day School.