



**THE GLOUCESTER PUBLIC SCHOOLS**

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**SCHOOL COMMITTEE MEETING**

**Thursday, April 12, 2012**

**7:00 pm**

**District Office – School Committee Chambers**

**9 Dale Avenue, Gloucester, MA 01930**

**Addendum to the Agenda**

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**X. ACTION**

- \*F. To Endorse the Loan Authorization for the West Parish School Feasibility Study**

City Hall  
Nine Dale Ave  
Gloucester, MA 01930



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CITY OF GLOUCESTER  
OFFICE OF THE MAYOR

## *Memorandum*

**To:** City Council President Hardy and Members of the Gloucester City Council  
**From:** Jim Duggan, Chief Administrative Officer  
**Date:** April 2, 2012  
**Re:** **Loan Authorization for West Parish School Feasibility Study**

On January 25, 2012, the Massachusetts School Building Authority (MSBA) Board of Directors voted unanimously to invite the City of Gloucester into their Eligibility Period to further review the construction of a new West Parish School, utilizing MSBA's grant program.

The vote initiated a 270-day period for the city to complete certain preliminary requirements that include:

- The submission of the Initial Compliance Certification, which confirms the city understands MSBA's grant program rules. – **Completed**
- Formation of a School Building Committee and submitting the names to the MSBA for acceptance. – **Completed**
- A summary of the city's funding capacities. – **4/9/2012 Submission to MSBA**
- A summary of the city's existing maintenance practices. – **4/9/2012 Submission to MSBA**
- Certification of a design enrollment for the proposed project agreed upon with the MSBA. – **4/9/2012 Submission to MSBA**
- Confirmation of City Council for the authorization and funding to proceed with the Feasibility Study. – **Requesting City Council Approval**
- Execution of MSBA's Feasibility Study Agreement. – **Conditioned on City Council Approval of Feasibility Study Funding Request**

Upon successfully completing the preliminary requirements outlined above to the MSBA's satisfaction and within the 270-day timeline, Gloucester will be eligible to receive an invitation from the MSBA Board of Directors to enter the Feasibility Study phase. This phase involves the city to utilize the specific MSBA procurement processes, standard Request for Services ("RFS") templates, and contracts to procure a team of professionals to work with the School Building Committee on the Feasibility Study.

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Although the 270-day Eligibility Period gives the city until November 5, 2012, to complete the preliminary requirements, it is the intent of the City and School Administrations for the West Parish project to be reviewed at MSBA's July 2012 Board of Director's meeting.

Preliminary Feasibility Study cost estimates from similar projects supported by the MSBA reflect that an expenditure of approximately \$500,000 will be necessary.

I respectfully request that the City Council approve a loan authorization in the amount of \$500,000 for the Feasibility Study to construct a new West Parish school. Please refer this matter to Budget and Finance for their review. The City and School Administration will be available to answer any questions.

Thank you.

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**CITY OF GLOUCESTER**  
**OFFICE OF THE TREASURER/COLLECTOR**

**MEMORANDUM**

**TO:** Mayor Carolyn A. Kirk

**FROM:** Jeffrey Towne, CFO *Jeffrey Towne*

**RE:** Loan Order – West Parish School Feasibility Study *of CAK*

**DATE:** April 4, 2012

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Per the Massachusetts School Buildings Authority (MSBA) Board of Directors vote to invite the City of Gloucester into their Eligibility Period to further review the construction of a new West Parish School, utilizing MSBA's grant program, following is the language which should be forwarded to City Council regarding the Loan Order for the feasibility study:

**ORDERED:** That the City of Gloucester appropriates the amount of Five Hundred Thousand (\$500,000) for the purpose of paying costs of a feasibility study to consider alternative renovation/reconstruction options for the West Parish School, located at 10 Concord Street, including the payment of all costs incidental or related thereto, and for which the City of Gloucester may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The City of Gloucester acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City. The amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the City and the MSBA.

**FURTHER ORDERED:** That the Treasurer is authorized to file an application with the Municipal Finance oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

I will be available to provide further information to the City Council, as well as to answer any questions they may have.