
DALE STREET SCHOOL – Medfield, MA

SCHOOL BUILDING COMMITTEE MEETING No. 28

Wednesday, May 12, 2021

Online Meeting Only

7:00 PM

Join from a PC, Mac, iPad, iPhone or Android device:

<https://medfield-net.zoom.us/j/85051008928?pwd=b0t0VE41d01VVEg0MTk3cjdzZEJkdz09>

Password: 136494

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 346 248 7799 or +1 669 900 6833 or +1 929 436 2866 or +1 253 215 8782 or +1 301 715 8592

Webinar ID: 850 5100 8928 **Passcode:** 136494

Agenda

1. Administrative

- Vote on approval of April 28, 2021 Meeting Minutes

2. Schematic Design

- Design Update
 - Building Design Update
 - Building Exterior Study

3. Arrowstreet Staff and Consultant Additions/Changes

- Vote on approval of staff and consultant changes

4. Sustainability Subcommittee Update

- Update

5. Communications Subcommittee Update

- Update

6. Project Schedule

- Project Schedule Update & Upcoming Key Meetings and Milestones
- Timing of Schematic Design submission

7. Budget Update

- Vote on Approval of April 2021 Invoices

8. Other Business/Discussions

9. Next Meeting

- School Building Committee Meeting May 26, 2021 Online 7:00 PM

DALE STREET ELEMENTARY SCHOOL – MEDFIELD, MA		MEETING MINUTES
DALE STREET SCHOOL BUILDING COMMITTEE MEETING NO. 27		April 28, 2021
Location:		Online Meeting
Time:		7:00 PM

Attendees:

Name	Assoc.	Present
	<i>School Building Committee</i>	
<i>Mike Quinlan</i>	Chair, Medfield School Building Committee/PBC	Y
<i>Tom Erb</i>	SBC member/PBC	Y
<i>Michael Weber</i>	SBC member/PBC	Y
<i>Walter Kincaid</i>	SBC member/PBC	Y
<i>Timothy Bonfatti</i>	SBC member/PBC	Y
<i>Michael Marcucci</i>	SBC member/Board of Selectman	Y
<i>Leo Brehm</i>	SBC member/School Committee	Y
<i>Anna Mae O'Shea-Brooke</i>	SBC member/School Committee	N
<i>Jeffrey Marsden</i>	SBC member/School District - Superintendent	N
Kristine Trierweiler	SBC member/Town Administrator	Y
Michael LaFrancesca	SBC member/School District – Dir. of Finance and Operations	Y
Stephen Grenham	SBC member/Principal – Dale Street School	Y
Amy Colleran	SBC member/Town of Medfield - Director of Facilities	Y
Bob Sliney	SBC member/Warrant Committee	Y
Lynn Stapleton	LeftField Project Management	Y
Gina Gomes-Cruz	LeftField Project Management	Y
Tim Baker	LeftField Project Management	Y
Jim Rogers	LeftField Project Management	Y
Laurence Spang	Arrowstreet Architect	Y
Tina T. Soo Hoo	Arrowstreet Architect	Y
Claes Andreasen	Arrowstreet Architect	Y
Emily Grandstaff-Rice	Arrowstreet Architect	Y

Bold/Italics = SBC Voting Member

A Dale Street Elementary School Building Committee (SBC) Meeting was held to discuss: Administrative Actions; Schematic Design; HVAC System Options; Communications Subcommittee update; Sustainability Subcommittee update; Project Schedule; and Budget Update. The following was noted:

Mike Quinlan called the SBC meeting to order at 7:03 PM. A quorum was in attendance.

It was stated that the virtual meeting was being recorded and was in accordance with the Governor's Executive Order issued on March 12, 2020 which suspends certain provisions of the Open Meeting Law.

I. Administrative Action

Vote on Approval of April 7, 2021 Dale Street School Building Committee Meeting Minutes.

1. Mike Quinlan entertained a motion to approve the April 7, 2021 Dale Street School Building Committee Meeting Minutes.

MOTION: Leo Brehm moved, seconded by Walt Kincaid, that the Dale Street School Building Committee vote to approve the April 7, 2021 Dale Street School Building Committee Meeting Minutes.

Discussion: none

VOTE: The Dale Street School Building Committee voted to approve the April 7, 2021 Dale Street School Building Committee Meeting Minutes.

Roll call was taken:

Tom Erb – In favor
Michael Weber – In favor
Tim Bonfatti – In favor
Walter Kincaid – In favor
Leo Brehm – In favor
Michael Marcucci – in favor
Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

Vote on Approval of Mike Quinlan signing the First Amendment to the Feasibility Study Agreement (FSA).

Mike Quinlan entertained a motion to approve his signature being added to the *First Amendment to the Feasibility Study Agreement (FSA)*.

MOTION: Tim Bonfatti moved, seconded by Mike Weber, that the Dale Street School Building Committee vote to approve Mike Quinlan's signature being added to the *First Amendment to the Feasibility Study Agreement (FSA)*.

Discussion: The Chair of the Board of Selectmen has signed the First Amendment to the Feasibility Study Agreement (FSA) and MSBA asked that the Chair of the School Building Committee Mike Quinlan's signature be added as he also signed the original Feasibility Study Agreement.

VOTE: The Dale Street School Building Committee voted to approve Mike Quinlan's signature being added to the *First Amendment to the Feasibility Study Agreement (FSA)*.

Roll call was taken:

Tom Erb – In favor
Michael Weber – In favor
Tim Bonfatti – In favor
Walter Kincaid – In favor
Leo Brehm – In favor
Michael Marcucci – in favor
Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

II. Schematic Design

Design Update

Building Design Updates/Exterior Study:

2. Exterior building materials were presented:
 - a. Phenolic Panels at entry points (as a place holder)
 - b. Ground Face CMU at the gymnasium
 - c. CSMU at the entry gable
 - d. Brick at the Music Room gable
 - e. Standing Seam Metal Roof at the gables
3. Comments:
 - a. AST stated there is 31,000 sf of roof space to accommodate solar panels.
 - b. AST is looking into sun shading in some areas.
 - c. Tim Bonfatti questioned the size and patterning of the brick and if the this would be more expensive than traditional size and patterning. Larry responded that the brick presented is utility size brick and AST will revisit patterning if there is a premium on the labor but the larger size will reduce labor costs.
 - d. Claes added that when selecting masonry units, they will stick to typical sizes and he will begin looking at patterning holistically.
 - e. Tim Bonfatti stated that he is in favor of spending more money on the front façade and economizing at the back.
 - f. It was asked how the proposed building looks in comparison to the Wheelock School. Claes responded that the proposed building's brick will be similar in tone and shade so that it does not look foreign compared to Wheelock.
 - g. Mike Q stated that he does not like the striped patterning in the CMU at the gymnasium. Claes responded that the rendering may have over accentuated the striping.
 - h. Walt Kincaid asked how well the Phenolic Panels will hold up at the entries. Tina Soo Hoo responded that the material is very durable and if need be, easily replaceable.
 - i. A granite base will be added, similar to Hildreth. To save costs, this may be done at the entry only.
 - j. Mike M. asked why the focus on the front of the building when the student will be spending most of the time in the back of the building. Mike Q responded that the cost deferential will not be great.

III. SD Plan Review

4. Mike Q began the discussion by explaining why the Daycare has been eliminated from the scope. He explained that the Daycare would be at the expense of the Town and by reducing 1,000 SF of building reduces the budget and it was decided if there is to be excess in space it should go to educational programming. Mike Q asked if anyone disagreed with this decision. No one disagreed.
5. AST will remove the Daycare and update the plans.
6. Larry stated that the proposed building can be used during a storm but is NOT designed as an Emergency Shelter as the requirements for such a building are not included in the proposed school.
7. Pricing Set Review – what will be sent to the Cost Estimators on May 5, 2021:
 - a. Drawings:
 - i. Existing Conditions Site Survey
 - ii. Civil
 - iii. Landscape
 - iv. Architectural
 - v. HVAC Zone Diagrams
 - b. Project Manual:
 - i. Outline Specifications
 - ii. LEED Checklist
 - iii. Narratives:

1. Electrical
 2. Mechanical
 3. Technology
 4. Structural
 5. Lighting
 6. Security
 7. Kitchen Equipment
 - c. Supplementary Information:
 - i. Space Summary
 - ii. Room Data Sheets
8. Pricing Set Review – what is being priced:
 - a. Site and Off-Site
 - i. Storm Water Management to applicable regulations
 - ii. No Rainwater capture for reuse
 - iii. Main Water Pipe replacement on Elm Street
 - iv. Site Features:
 1. Walking Path
 2. Rain Garden
 3. Outdoor Play Area and Play Structure
 4. New Soccer/Lacrosse Field
 5. New Parking Lots for both schools
 - v. Off-Site Improvements
 1. All-way Stop at South/Elm Street Intersection
 2. Limited Hour Entry Signs
 3. School Zone Signs
 4. Re-strip intersection and Elm Street
 5. Sidewalk and Crosswalk improvements
 - b. Building Systems
 - i. NZE Option #3 –
 1. Geothermal Source Heat Pumps (Geothermal Wells)
 2. Displacement Ventilation
 - ii. Fully Sprinkled Building
 - iii. Emergency Generator
9. Pricing Alternatives
 - a. Photovoltaic
 - i. Base Design – Roof mounted PV Arrays (Net Zero)
 - ii. Price Alternate – Solar PV Canopies at Parking Lots (Net Positive)
 - b. Athletic Field
 - i. Base Design – New Natural Grass Soccer/Lacrosse Field
 - ii. Price Alternate – New Synthetic Soccer/Lacrosse Field
10. Mike Q stated that he is not in support of Solar PV at the Town's expense, Tim Bonfatti agreed.
11. Mike Weber asked if the base design has infrastructure to support solar panels, Tina confirmed that if the Town decides to go with a PPA, the building will be PV-ready.
12. Tim Bonfatti stated his concern over the quantity of wells in the scope before a test well can be done. Mike Q responded that the number being carried is very conservative and also referenced another project where the wells carried in the previous scope were reduced once the test well was done.

13. Mike Q stated to the SBC members that if they have questions and or comments during their review of the Pricing Set, they should reach out to Arrowstreet and LeftField. If there are questions, a Page-Turn Meeting will be scheduled.

14. Mike Q also reiterated the importance of the Design Team creating a list of Value Engineering (VE) items

IV. Construction Delivery Method: CMR vs. DBB

Vote on Construction Delivery Method

15. A comparison of the two delivery methods were presented.

16. Schedule issues impacting Construction Schedule and Acceleration:

- a. Design Deliverables
- b. MSBA Submission Dates
- c. Construction Start and Weather
- d. School Schedule

17. Schedule Scenario of both Delivery Methods

- a. CMR - allows for a September 2024 school opening. (achievable by submitting early packages)
- b. DBB – allows for a September 2025 school opening.

18. Cost Comparison of Delivery Method

- a. Cost Differentiators:
 - i. CMR Costs include a Change Contingency (GMP Contingency) and DBB does not. This represents 3% of the cost difference.
 - ii. CMR has preconstruction costs for their involvement during design which helps ensure that the construction budget is accurate and maintained.
 - iii. Schedule acceleration typically can offset the high upfront CM costs.

19. Comments on the Construction Delivery Methods presented:

- a. Mike Marcucci asked the group what the best case for DBB is, as the presentation seemed bias to CMR.
- b. Mike Q explained his reasoning for originally selecting DBB as the best path for the project. He stated that initially the project did not involve a great deal of complexity. However now that the project will pursue Net Zero Energy, there are intricacies involved that require a level of expertise and attention to detail that is better accomplished by a CM.
- c. Others agreed that due to a volatile market and the need for quality control, the choice to select CMR as the delivery method is the best choice.
- d. Tim Bonfatti added that he was inclined to go with CMR because of Net Zero Energy and the current Bidding climate.
- e. Lynn added that with CMR you have more control over all factors of the project.
- f. Michael Marcucci asked what the next steps are should the Town approve the project. It was explained that the Construction Manager (CM) is procured and the Design Team works with them as they continue design development. Site/Concrete/Steel will be early bid package. Releasing drawings early and getting a price, locks in the price which can result in cost savings.
- g. Michael Marcucci asked if hiring a CM changes any of the roles for the Project Team. It was explained that it does not and the CM will work closely with everyone and becomes part of the Project Team.

Vote on Construction Delivery Method

20. Mike Quinlan entertained a motion to vote to approve Construction Management at Risk as the preferred Construction Delivery Method.

MOTION: Michael Marcucci moved, seconded by Tom Erb, that the Dale Street School Building Committee vote to approve Construction Management at Risk as the preferred Construction Delivery Method.

VOTE: The Dale Street School Building Committee voted to approve Construction Management at Risk as the preferred Construction Delivery Method.

Roll call was taken:

Tom Erb – In favor
Michael Weber – In favor
Tim Bonfatti – In favor
Walter Kincaid – In favor
Leo Brehm – In favor
Michael Marcucci – in favor
Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

V. Sustainability Subcommittee Update

Update

21. The Subcommittee is moving forward and reviewing LEED points.
22. Megan reviewed the proposal for Electric Vehicles and reviewed alternatives that met the criteria for LEED points. Proposed were:
 - a. 5 EV charging stations (located at the proposed school parking lot)
 - b. 12 marked parking spots for EV vehicles (located at the proposed school parking lot)
 - c. Conduit for EV charging in the future (located at the Wheelock parking lot)
23. SBC members agreed that additional charging stations would be needed in the future.
24. Megan recommends that the project continue to pursue max-solar option for the site by including Canopy PV for the rear 2 parking lots at the proposed school. This will be included as an Alternate.

VI. Communications Subcommittee Update

Update

25. The Project Basics and Fact Sheet is ready to share and will be shared with the SBC.
26. Monthly Community Conversations will begin in May focusing on one topic for one hour and the hope is that residents will tune in to listen and ask questions.
27. The Town Meeting is coming up and we will have a presence there to promote awareness and engagement in the project.
28. Any feedback or suggestions about communications are welcome.

VII. Project Schedule

Update

29. It was reiterated that the Pricing Set will be sent to the cost estimators on May 5th. It will take 3 weeks for the estimates to come back to the Design Team and 1 week for the Team to review. This will be followed by a Cost Reconciliation Meeting held on June 1st. The submission deadline remains July 7, 2021 in hopes of approval at the August 25th MSBA Board Meeting. This will be updated on the next edition of the Project Meetings and Milestones Schedule.

VIII. Other Business/Discussion

30. Comments from the Committee – none

31. Comments from the public - none

IX. Adjournment

32. The following motion to adjourn and vote were made:

MOTION: Leo Brehm, seconded by Mike Weber, that the Dale Street School Building Committee vote to adjourn the meeting at 9:29 PM.

Discussion: None

VOTE: The Dale Street School Building Committee voted unanimously to adjourn the meeting at 9:29 PM.

Roll call was taken:

Tom Erb – In favor
Michael Weber – In favor
Tim Bonfatti – In favor
Walter Kincaid – In favor
Leo Brehm – In favor
Michael Marcucci – in favor
Mike Quinlan – In favor

In Favor: 7 Against: 0 Abstained: 0 The motion passed.

X. Meeting Materials

The following materials were presented at the April 28, 2021 SBC Meeting:

- Dale Street School Building Committee Meeting no. 26 meeting minutes
- Arrowstreet Presentation dated: April 28, 2021.
- Feasibility Study Agreement Amendment 1
- Meeting Materials are located on the School Project website at <https://www.medfield.net/o/medfield-public-schools/page/elementary-school-project> and at the Town of Medfield's website at <https://www.town.medfield.net/AgendaCenter/Search/?term=&CIDs=69,&startDate=&endDate=&dateRange=&dateSelector=>
- The School Building Committee Meeting recordings which include the Architect's presentation can be found at <https://www.medfield.tv/schools/>

DALE STREET SCHOOL - Medfield, MA

5/10/2021

PROJECT MEETINGS AND MILESTONES SCHEDULE

SCHEMATIC DESIGN (SD)						
		02/12/21		Schematic Design Begins		
✓	Thurs	02/18/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Mon	02/22/21	3:00 PM	Working Group No. 39 - Steps for Schematic Design	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Wed	02/24/21	4:30 PM	Sustainability Subcommittee Meeting - review final Energy Model	Online Meeting	Sustainability Subcommittee/Public
✓	Thurs	02/25/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓		02/25/21	7:00 PM	Sustainability Forum	Online Meeting	
✓	Mon	03/01/21	3:00 PM	Working Group No. 40 - Design Update	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Thurs	03/04/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Thurs	03/04/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public
✓	Mon	03/08/21	3:00 PM	Working Group No. 41 - Design update	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Wed	03/10/21	7:00 PM	Dale Street School Building Committee Meeting No. 24	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
✓	Thurs	03/11/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Mon	03/15/21	3:00 PM	Working Group No. 42 -Design update	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Thurs	03/18/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Thurs	03/18/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public
✓	Mon	03/22/21	3:00 PM	Working Group No. 43 - Design update	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Wed	03/24/21	7:00 PM	Dale Street School Building Committee Meeting No. 25 - Joint mtg. with BoS (present sustainability data/discussion)	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
✓	Thurs	03/25/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Mon	03/29/21	3:00 PM	Working Group No. 44 - Design update	Online Meeting	Working Group/ Town, LF, Arrowstreet

DALE STREET SCHOOL - Medfield, MA

5/10/2021

PROJECT MEETINGS AND MILESTONES SCHEDULE

✓	Tues	03/30/21		Board of Selectmen Meeting - decision on Net Zero	Online Meeting	BoS/Public
✓	Thurs	04/01/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Thurs	04/01/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public
✓	Mon	04/05/21	3:00 PM	Working Group No. 45	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Wed	04/07/21	7:00 PM	Dale Street School Building Committee Meeting No. 26 - Vote on HVAC System	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
✓	Thurs	04/08/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Mon	04/12/21	3:00 PM	Working Group No. 46	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Thurs	04/15/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Thurs	04/15/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public
✓	Tues	04/20/21	3:00 PM	Working Group No. 47	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Mon	04/26/21	3:00 PM	Working Group No. 48	Online Meeting	Working Group/ Town, LF, Arrowstreet
✓	Wed	04/28/21	7:00 PM	Dale Street School Building Committee Meeting No. 27 - Vote on Construction Delivery Method	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
✓	Thurs	04/29/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
✓	Thurs	04/29/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public
✓	Mon	05/03/21	3:00 PM	Working Group No. 49	Online Meeting	Working Group/ Town, LF, Arrowstreet
		05/05/21		Pricing Set sent to Cost Estimators		
✓	Thurs	05/06/21	4:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
	Mon	05/10/21	3:00 PM	Working Group No. 50	Online Meeting	Working Group/ Town, LF, Arrowstreet
	Wed	05/12/21	7:00 PM	Dale Street School Building Committee Meeting No. 28	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
	Thurs	05/13/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public

DALE STREET SCHOOL - Medfield, MA

5/10/2021

PROJECT MEETINGS AND MILESTONES SCHEDULE

	Thurs	05/13/21	7:00 PM	School Committee Meeting - Project Q&A	Online Meeting	School Committee/Public
	Mon	05/17/21	3:00 PM	Working Group No. 51	Online Meeting	Working Group/ Town, LF, Arrowstreet
	Thurs	05/20/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
	Thurs	05/20/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public
	Mon	05/24/21	3:00 PM	Working Group No. 52	Online Meeting	Working Group/ Town, LF, Arrowstreet
	Wed	05/26/21	7:00 PM	Dale Street School Building Committee Meeting No. 29	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
	Thurs	05/27/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
		05/27/21		Estimates back from Cost Estimators		
	Mon	05/31/21	3:00 PM	Working Group No. 53	Online Meeting	Working Group/ Town, LF, Arrowstreet
		06/01/21		Estimate Reconciliation Meeting		
	Mon	06/07/21	3:00 PM	Working Group No. 54	Online Meeting	Working Group/ Town, LF, Arrowstreet
	Wed	06/09/21	7:00 PM	Dale Street School Building Committee Meeting No. 30	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
	Thurs	06/10/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
	Thurs	06/10/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public
	Mon	06/14/21	3:00 PM	Working Group No. 55	Online Meeting	Working Group/ Town, LF, Arrowstreet
	Thurs	06/17/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
	Mon	06/21/21	3:00 PM	Working Group No. 56	Online Meeting	Working Group/ Town, LF, Arrowstreet
	Wed	06/23/21	7:00 PM	Dale Street School Building Committee Meeting No. 31 - Vote to approve SD submission to MSBA	Online Meeting	SBC/ BoS/SC Town, Public, LF, Arrowstreet
	Thurs	06/24/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
	Thurs	06/24/21	4:30 PM	Sustainability Subcommittee Meeting -	Online Meeting	Sustainability Subcommittee/Public

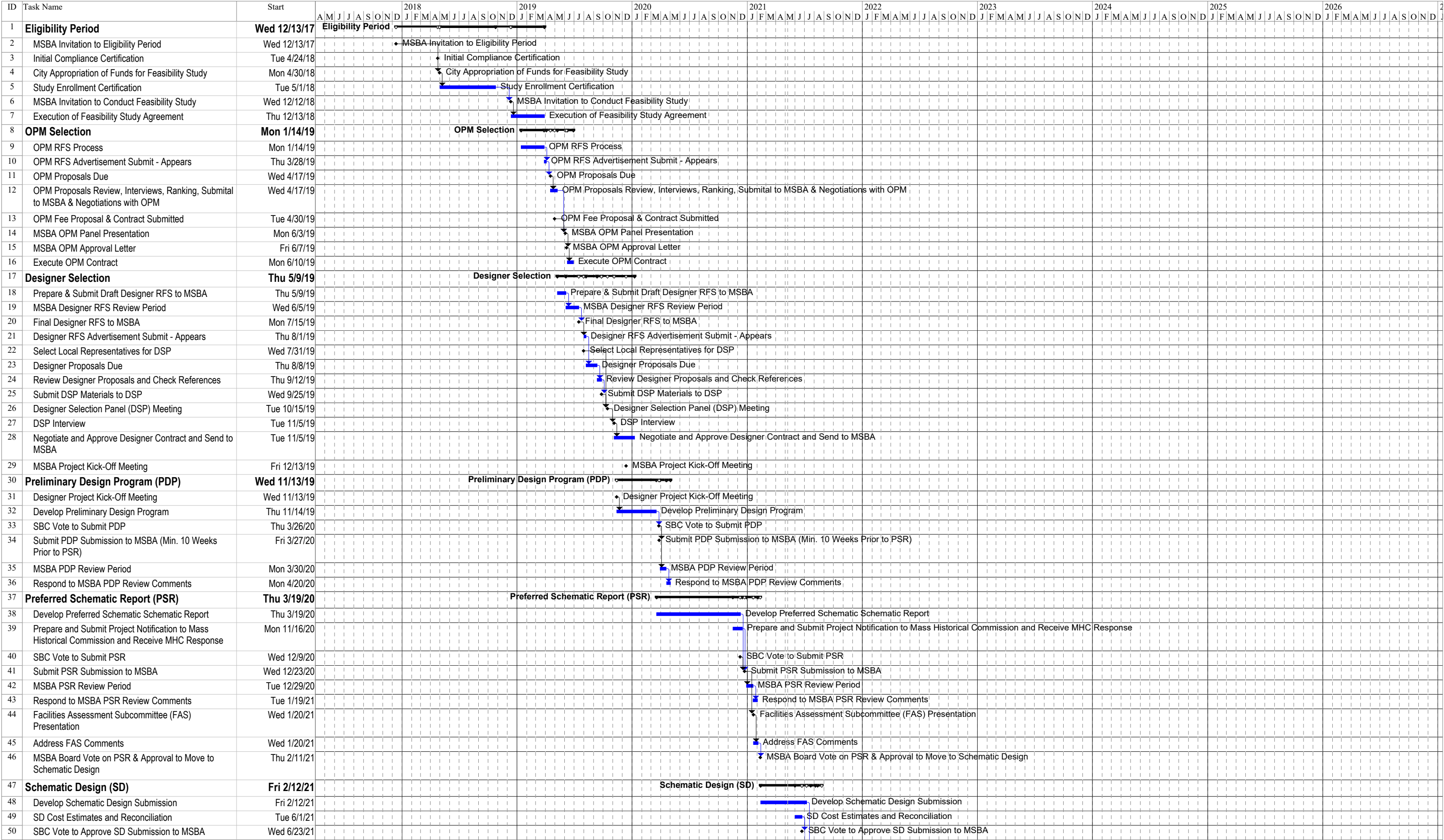
DALE STREET SCHOOL - Medfield, MA

5/10/2021

PROJECT MEETINGS AND MILESTONES SCHEDULE

	Mon	06/28/21	3:00 PM	Working Group No. 57	Online Meeting	Working Group/ Town, LF, Arrowstreet
	Thurs	07/01/21	12:00 PM	Communications Subcommittee Meeting	Online Meeting	Com. Subcommittee/Public
	Mon	07/05/21	3:00 PM	Working Group No. 58	Online Meeting	Working Group/ Town, LF, Arrowstreet
		07/07/21		Schematic Design submission to MSBA		
		08/25/21	TENTATIVE	MSBA Board Review of the SD		

**DALE STREET ELEMENTARY SCHOOL
PRELIMINARY PROJECT SCHEDULE**
Schematic Design Phase
April 30, 2021



Revised 11/28/12

Revised 11/28/12

MEMORANDUM

To: Mike Quinlan, School Building Committee Chair
 Michael LaFrancesca, Director of Finance and Operations

From: Lynn Stapleton, LeftField, LLC

Date: May 8, 2021

Re: Dale Street School – April 2021 Invoice Summary

Cc: Jim Rogers, Gina Gomes-Cruz, LeftField, LLC

Enclosed for approval and processing, please find the following invoices:

INVOICES					
ProPay Code	Vendor	Invoice #	Budget Category	Description of Services	Invoice \$
0001-0000	LeftField, LLC	20	OPM – Feasibility Study/ Schematic Design	OPM Services Feasibility Study/Schematic Design: April 1 – 30, 2021	\$5,000.00
0002-0000	Arrowstreet	727329	A/E - Feasibility Study/ Schematic Design	A/E Services Feasibility Study/Schematic Design: March 27 – April 30, 2021	\$62,000.00
0002-0000	Arrowstreet	727329	A/E - Feasibility Study/ Schematic Design	A/E Services Feasibility Study/Schematic Design: Nitsch Engineering Traffic March 27 – April 30, 2021	\$2,475
				Total for Arrowstreet Invoice #727329 (For Reference):	\$64,475.00
				TOTAL:	\$69,475.00

The invoices listed above are consistent with the approved Total Project Budget and to the best of our knowledge are eligible for reimbursement from the Massachusetts School Building Authority. LeftField, LLC recommends that the invoices be approved and paid.

The April 2021 OPM Monthly Report will be electronically submitted to the MSBA and to the School Building Committee and Medfield School District by the required May 12, 2021 deadline. All invoices above will be included in the April 2021 Project Budget Report unless rejected by the School Building Committee.

If you have any questions, please feel free to contact the Lynn Stapleton, Owner's Project Manager, LeftField, LLC.



Mr. Michael LaFrancesca
Medfield Public Schools
Director of Finance and Operations
459 Main Street, 3rd Floor
Medfield, MA 02052

Invoice Date: 4/30/21
Invoice No: 20

FOR: Project Management Services for MSBA Core Program
Dale Street Elementary School
45 Adams Street, Medfield MA 02052

Professional Services from April 1, 2021 to April 30, 2021

OPM Services	Amount
04/30/21 Invoice Amount per Fee Proposal	\$ 5,000.00
Total Labor:	\$ 5,000.00

Reimbursable Expenses	Amount
Reimbursables 04/01/21 - 04/30/21	\$0.00
Total Expenses:	\$0.00

Total this Invoice: \$ 5,000.00

Contract Status	Budget	Previous	Current	Total To Date	Balance
Feasibility Study/Schematic Design Phase	\$230,000	\$208,300	\$5,000	\$213,300	\$16,700
OPM Services Total:	\$230,000	\$208,300	\$5,000	\$213,300	\$16,700
Reimbursable Expenses Total:	\$40,927	\$8,249	\$0	\$8,249	\$32,678
Total Contract:	\$270,927	\$216,549	\$5,000	\$221,549	\$49,378

* OPM Contract Amendment No. 1 for Reimbursable Expenses - \$40,926.68

Please Remit Payment To:


LeftField, LLC
17 Highfield Lane
Norwell, MA 02061

May 6, 2021

Project No: A19048.00

Invoice No: 727329

ARROWSTREET

 Town of Medfield
c/o Leftfield LLC
225 Franklin Street, 26th Floor
Boston, MA 02110

Project A19048.00 Dale Street Elementary

Invoice sent via email to ggomes-cruz@leftfieldpm.com & lstapleton@leftfieldpm.com

Professional Services from March 27, 2021 to April 30, 2021

Fee

Phase	Contract Amount	% Comp.	Amount Earned	Previously Billed	Current Fee Billing
Feasibility Study	310,000.00	100.00	310,000.00	310,000.00	0.00
Schematic Design	310,000.00	50.00	155,000.00	93,000.00	62,000.00
Total Fee	620,000.00		465,000.00	403,000.00	62,000.00
	Total Fee				62,000.00

Consultants

Nitsch Engineering, Inc.				2,250.00	
Total Consultants		1.1 times		2,250.00	2,475.00
		Total this Invoice			\$64,475.00



2 Center Plaza, Suite 430
 Boston, MA 02108-1928
 T: 617-338-0063
 F: 617-338-6472
www.nitscheng.com

Tina Soo Hoo
 Arrowstreet Inc.
 10 Post Office Square, Suite 700N
 Boston, MA 02109-4603

April 1, 2021
 Project No: 13765.2
 Invoice No: 72078

Project 13765.2 Dale Street Elementary - Traffic Engineering Services
Professional Services from February 28, 2021 to March 27, 2021

Task 010 Feasibility Study
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Evaluation of Existing Conditions	2,500.00	100.00	2,500.00	2,500.00	0.00
Traffic Assessment Report	3,500.00	100.00	3,500.00	3,500.00	0.00
Total Fee	6,000.00		6,000.00	6,000.00	0.00
Total Fee					0.00
Total this Task					0.00

Task 020 Schematic Design
Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Data Collection	3,000.00	100.00	3,000.00	3,000.00	0.00
Data Evaluation Preparation	4,500.00	100.00	4,500.00	2,250.00	2,250.00
Public Meeting	2,500.00	100.00	2,500.00	2,500.00	0.00
Total Fee	10,000.00		10,000.00	7,750.00	2,250.00
Total Fee					2,250.00
Total this Task					\$2,250.00
Total this Invoice					\$2,250.00

Outstanding Invoices

Number	Date	Balance
69008	6/30/2020	1,300.00
71414	2/4/2021	5,550.00
71738	3/4/2021	900.00
Total		7,750.00

VENDOR NITSCH POST 4/01/2021
 INVOICE 72078
 CHECK TRAFFIC
SD- 100% Data Eval prep A19048.00 ph2 50500 \$2,250.00

#4692

APPROVAL / DATE

Elementary School - Medfield, MA

April 30, 2021

Total Project Budget Status Report

ProPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmdt to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
FEASIBILITY STUDY AGREEMENT										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 230,000	\$ 40,927	\$ 270,927	\$ 230,000	85%	\$ 221,549	82%	\$ 49,378	*3
0002-0000	A/E Feasibility Study/Schematic Design	\$ 650,000	\$ (30,000)	\$ 620,000	\$ 620,000	100%	\$ 485,350	78%	\$ 134,650	*1
0003-0000	Environmental & Site	\$ 60,000	\$ 40,926	\$ 100,926	\$ 100,926	100%	\$ 89,976	89%	\$ 10,950	*1, 2
0004-0000	Other	\$ 60,000	\$ (51,853)	\$ 8,147	\$ -	0%	\$ -	0%	\$ 8,147	*1, 2
	FEASIBILITY STUDY AGREEMENT SUB-TOTAL	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 950,926	95%	\$ 796,875	80%	\$ 203,125	
ADMINISTRATION										
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	Owner's Project Manager	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0500	Construction Contract Documents	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0600	Bidding	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0700	Construction Contract Administration	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0800	Closeout	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-0900	Extra Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-1100	Cost Estimates	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-1000	Reimbursable & Other Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0103-0000	Advertising (and Printing)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0199-0000	Other Administrative Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
ARCHITECTURE & ENGINEERING										
	A/E Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0500	Construction Contract Documents	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0600	Bidding	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0700	Construction Contract Administration	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-0800	Closeout	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0201-9900	Other Basic Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
	Extra and Reimbursable Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0203-0200	Printing (over minimum)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0203-9900	Other Reimbursable Costs (Printing)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0200	Hazardous Material (incl. monitoring)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0300	Geotechnical & Geo-environmental	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0400	Site Survey	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-0500	Wetlands	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0204-1200	Traffic Studies	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
CONSTRUCTION COSTS										
0401-0300	Construction	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0508-0000	Change Orders	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
MISCELLANEOUS PROJECT COSTS										
0601-0000	Utility Company Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0602-0000	Testing Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0699-0000	Other Project Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
FURNISHINGS & EQUIPMENT										
0701-0000	Furnishings, Fixtures & Equipment	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0703-0000	Technology	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
CONTINGENCY										
0507-0000	Construction Contingency (5% of the construction amount)	\$ -	\$ -	\$ -	\$ -		\$ -	0%	\$ -	
0801-0000	Owner's Contingency (0.5% of the total project budget)	\$ -	\$ -	\$ -	\$ -		\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	TOTAL PROJECT BUDGET	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 950,926	95%	\$ 796,875	80%	\$ 203,125	
	<i>(sum of all sub-totals above)</i>									

Elementary School - Medfield, MA

April 30, 2021

Total Project Budget Status Report

FUNDING SOURCES		Total Project Budget	Exclusions	Basis of Total Facilities Grant	Reimbursement Rate	MSBA Share
State Share		\$ 1,000,000	\$ -	\$ -	-	\$ -
Local Share						
SUB-TOTAL	\$ -					

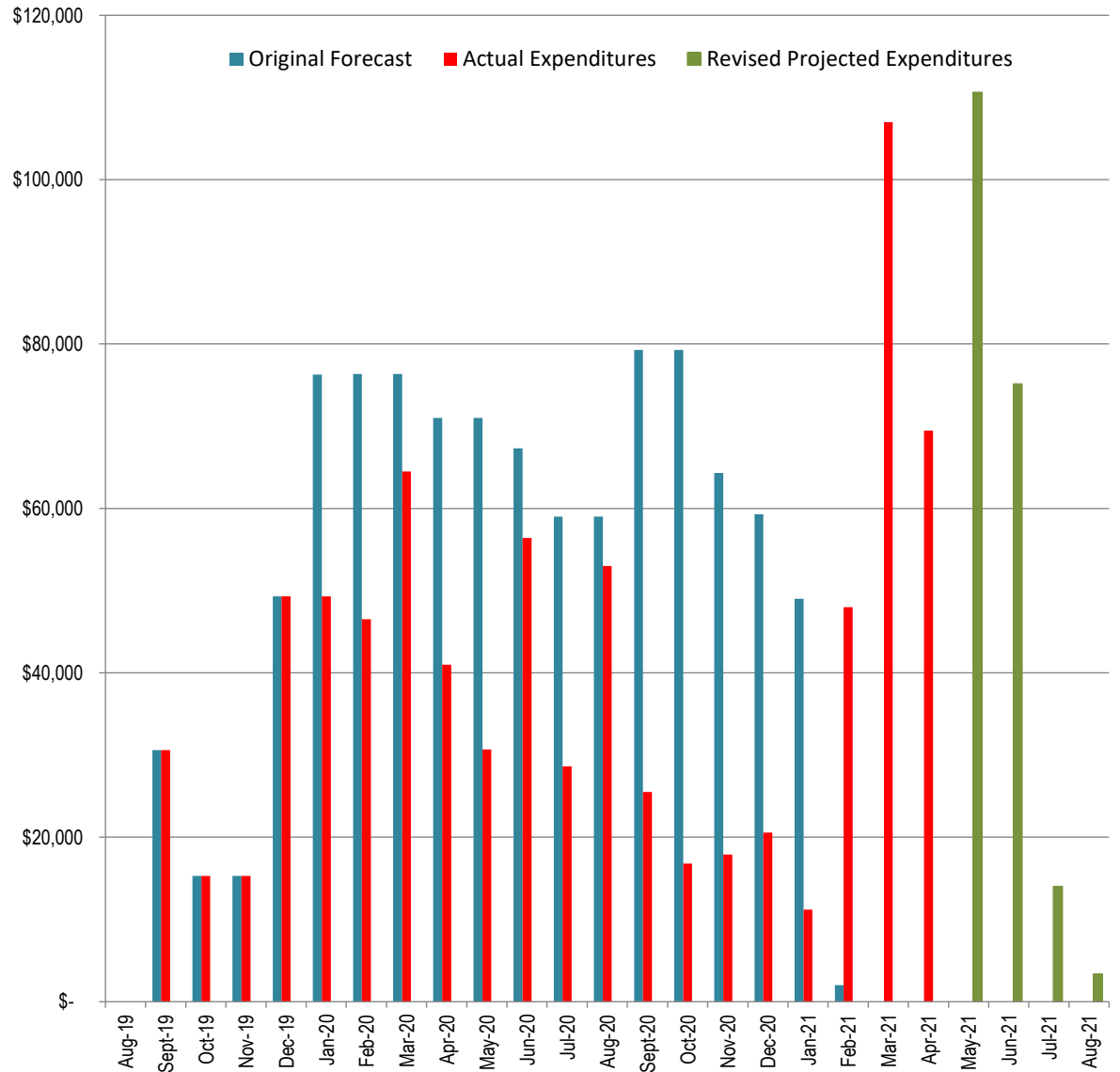
CONSTRUCTION COST ESTIMATES	Date	Amount	SF	Cost Per SF
SD Cost Estimate -				
60% CD Cost Estimate -				
Bid -				

Feasibility Study Agreement Budget Transfers:

- FSA BRR 01** 03/04/2020 1. Transfer \$30,000 from A/E Feasibility Study/Schematic Design and \$10,000 from Other Contingency for a total of \$40,000 to Environmental & Site. **Accepted by MSBA 7/17/2020.**
- FSA BRR 02** 05/13/2020 2. Transfer \$926 from Other Contingency to Environmental & Site to cover costs of Site Survey and Phase 2 Geo-Environmental Investigations. **Accepted by MSBA 7/17/2020.**
- FSA BRR 03** 03/10/2021 3. Transfer \$40,926.68 from Other Contingency to OPM Feasibility Study/Schematic Design to cover costs of Reimbursable Services for estimating, advertising and archeological due diligence. **FSA BRR 3 has been sent to MSBA**

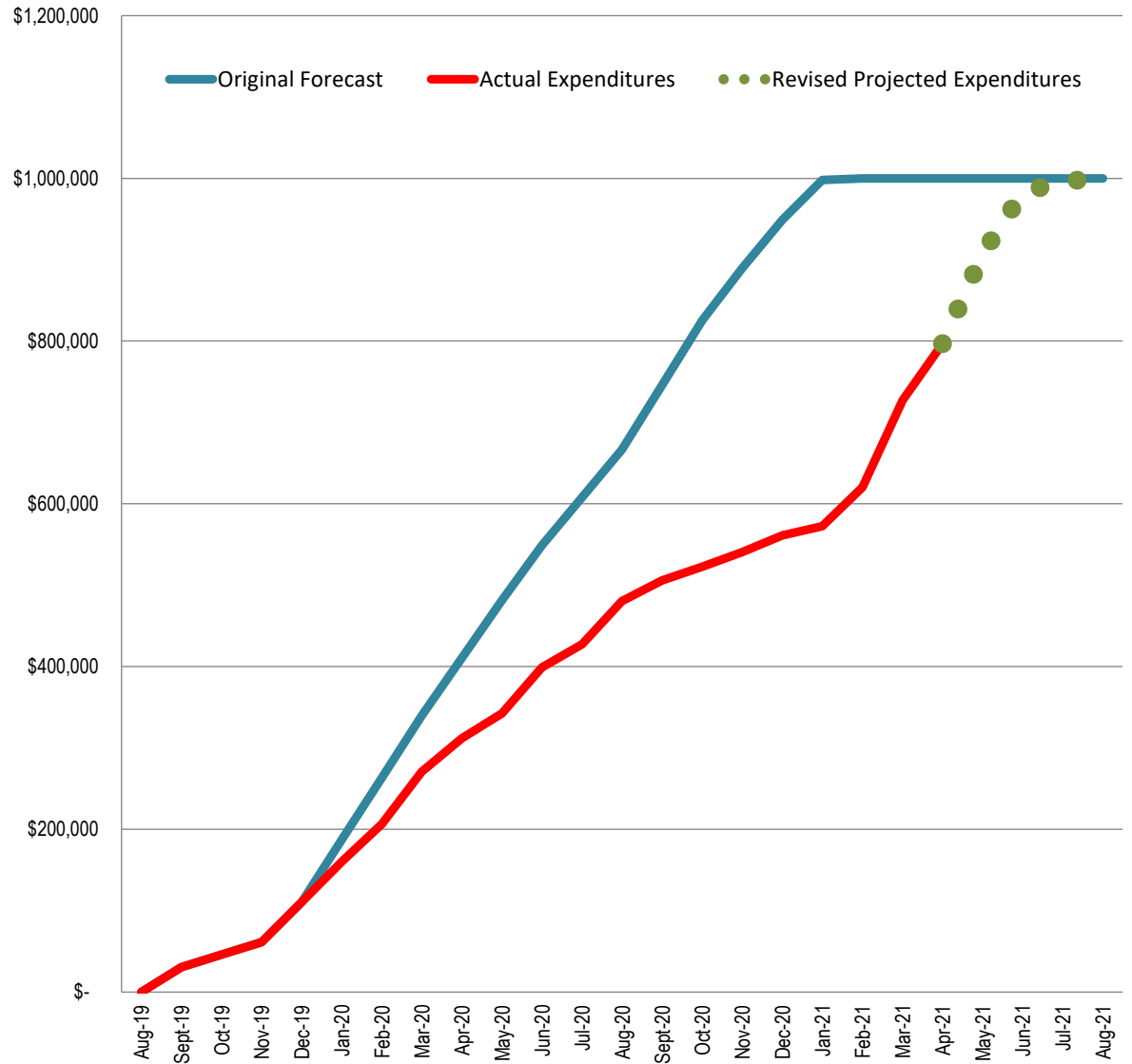
Elementary School - Medfield, MA
April 30, 2021
Monthly Cash Flow

Date	Original Forecast	Actual Expenditures	Revised Projected Expenditures
Aug-19	\$ -	\$ -	
Sept-19	\$ 30,600	\$ 30,600	
Oct-19	\$ 15,300	\$ 15,300	
Nov-19	\$ 15,300	\$ 15,300	
Dec-19	\$ 49,300	\$ 49,300	
Jan-20	\$ 76,300	\$ 49,300	
Feb-20	\$ 76,350	\$ 46,500	
Mar-20	\$ 76,350	\$ 64,500	
Apr-20	\$ 71,000	\$ 41,000	
May-20	\$ 71,000	\$ 30,667	
Jun-20	\$ 67,300	\$ 56,418	
Jul-20	\$ 59,000	\$ 28,600	
Aug-20	\$ 59,000	\$ 52,994	
Sept-20	\$ 79,300	\$ 25,500	
Oct-20	\$ 79,300	\$ 16,800	
Nov-20	\$ 64,300	\$ 17,897	
Dec-20	\$ 59,300	\$ 20,550	
Jan-21	\$ 49,000	\$ 11,200	
Feb-21	\$ 2,000	\$ 47,977	
Mar-21	\$ -	\$ 106,997	
Apr-21	\$ -	\$ 69,475	
May-21	\$ -		\$ 110,628
Jun-21	\$ -		\$ 75,147
Jul-21	\$ -		\$ 14,000
Aug-21	\$ -		\$ 3,350
Total	\$ 1,000,000	\$ 796,875	\$ 203,125



Elementary School - Medfield, MA
April 30, 2021
Cumulative Cash Flow

Date	Original Forecast	Actual Expenditures	Revised Projected Expenditures
Aug-19	\$ -	\$ -	
Sept-19	\$ 30,600	\$ 30,600	
Oct-19	\$ 45,900	\$ 45,900	
Nov-19	\$ 61,200	\$ 61,200	
Dec-19	\$ 110,500	\$ 110,500	
Jan-20	\$ 186,800	\$ 159,800	
Feb-20	\$ 263,150	\$ 206,300	
Mar-20	\$ 339,500	\$ 270,800	
Apr-20	\$ 410,500	\$ 311,800	
May-20	\$ 481,500	\$ 342,467	
Jun-20	\$ 548,800	\$ 398,885	
Jul-20	\$ 607,800	\$ 427,485	
Aug-20	\$ 666,800	\$ 480,479	
Sept-20	\$ 746,100	\$ 505,979	
Oct-20	\$ 825,400	\$ 522,779	
Nov-20	\$ 889,700	\$ 540,676	
Dec-20	\$ 949,000	\$ 561,226	
Jan-21	\$ 998,000	\$ 572,426	
Feb-21	\$ 1,000,000	\$ 620,403	
Mar-21	\$ 1,000,000	\$ 727,400	
Apr-21	\$ 1,000,000	\$ 796,875	\$ 796,875
May-21	\$ 1,000,000		\$ 907,503
Jun-21	\$ 1,000,000		\$ 982,650
Jul-21	\$ 1,000,000		\$ 996,650
Aug-21	\$ 1,000,000		\$ 1,000,000
Total	\$ 1,000,000	\$ 796,875	\$ 1,000,000



DALE STREET SCHOOL PROJECT UPDATE

May 2021



Recap of April 2021

Critical decisions have been made on the Construction Delivery Method for the project and the selection of an HVAC system which aligns with the pursuit of a Net Zero Energy Building. These decisions will factor into the pricing set which will be sent to cost estimators in May. In June, project costs for the Schematic Design phase will be presented to the public.

Looking forward to May 2021

During the month of May, Arrowstreet will continue to develop the building program and design. Building materials and aesthetics are being introduced and presented to the School Building Committee (SBC) and Working Group. At these meetings, Staff and Town Official have been able to provide their feedback and input on the “look and feel” of the proposed school. The exterior design has progressed and massing models now indicate proposed material finishes and glazing. The landscaping design is also developing and has been added to the renderings to provide a more realistic perspective of the proposed building. The current design is still evolving and will continue through the Design Development phase.

Facebook:

<https://www.facebook.com/Dale-Street-School-Building-Project-100171511502912/>

Any questions email :

NewElementarySchoolProject@gmail.com

Upcoming Milestones

- 05/06/21 – Communications Subcommittee Meeting
- 05/12/21 – School Building Committee Meeting No.28
- 05/13/21 – Communications Subcommittee Meeting
- 05/20/21 – Communications Subcommittee Meeting
- 05/26/21 – School Building Committee Meeting No.29
- 05/27/21 – Communications Subcommittee Meeting
- 05/27/21 – Sustainability Subcommittee Meeting

For more information
about the Project and to sign up for email updates
please visit:

<https://www.medfield.net/o/medfield-public-schools/page/elementary-school-project>





7 May 2021

Mr. Mike Quinlan
Medfield School Building Committee
c/o Town of Medfield School Department
Medfield, MA 02052

Dale Street Elementary School / 19048

Arrowstreet Staffing and Consultant Change

Dear Mike:

As previously discussed, Arrowstreet is needing to revise our staffing for the project. The Project Architect, Katie Ferrier has become unavailable for the project due to project schedule extensions in the past few months. We are proposing Daniel Jick, AIA assume the role of Project Architect on the Dale Street Elementary School project.

Dan has more than 8 years of experience on a range of academic, residential, and office projects including K-12 schools throughout Massachusetts. Dan is a registered architect in the Commonwealth.

The Kitchen/Foodservice Consultant Tavares Design Associates has become unavailable because of the Dale Street Elementary School project schedule was revised. We are proposing Crabtree McGrath Associates, Inc. assume the role as the Kitchen/Foodservice consultant for the project.

We have attached a copy of our firm's updated Project Team Organization Chart and resumes for Dan Jick and Crabtree McGrath. If you require any additional information, please do not hesitate to contact me.

Sincerely,

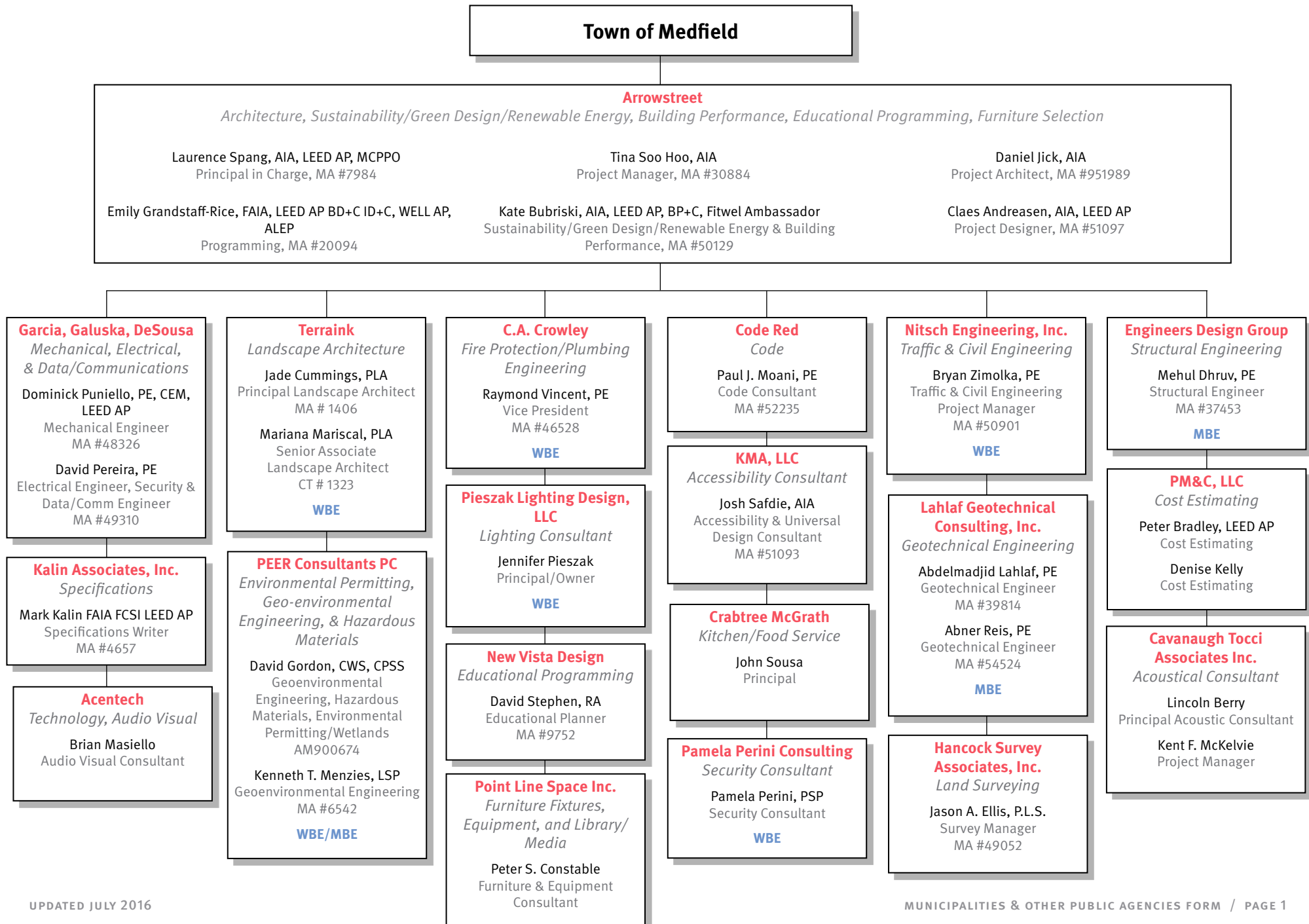
ARROWSTREET
Laurence S. Spang, AIA, LEED AP

Distribution


Lynn Stapleton
Tina Soo Hoo

Leftfield
Arrowstreet

O:\19\19048_Dale_Street_Elementary\IN_OUT\Client (Town)\Out\210507 Letter Change Team Members\210507 Letter Change in Team Members.docx



Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question #6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.

	a. Name and Title within Firm			<p>Rising Tide Charter School,* Plymouth, MA. Job Captain for a new 34,000 SF charter school building, utilizing prefabricated construction methods to maximize the size of the building. The art-focused school had a multifunctional cafetorium, stage, and music room which could all be used in conjunction for performance.</p> <p>Holyoke Charter School Addition,* Holyoke, MA. Designer for a 10,000 SF addition to their existing school, involving the construction of new classrooms and new courtyard. Building systems and circulation space were connected to the existing school.</p> <p>DCAMM Commonwealth Children's Center Renovation & Expansion,* Boston, MA. Project Architect for a renovation of the existing childcare facility to update classrooms and add additional capacity. Renovation occurred while the building was occupied, including the daycare and office building above. Project remediated hazmat and accessibility issues.</p> <p>GSA Harold d. Donohue Federal Courthouse USAO Renovation,* Worcester, MA. Project Architect for the renovation of an existing historic federal courthouse to provide enhanced office space for the US Attorney's Office. Upgrades included new systems, layout, finishes, and enhanced security features.</p> <p>45 Townsend Street,* Boston, MA. Project Architect for a new 300 unit apartment complex on the site of the former Jewish Rehabilitation Hospital with retail and work-share space. Building included many sustainable features such as enhanced envelope, PV array, and rainwater harvesting. A 50,000sf green roof was included for resident use.</p> <p><i>*Projects completed prior to joining Arrowstreet</i></p>
	b. Project Assignment			
	c. Name and Address of Office in Which Individual Identified in 7a Resides:			
	<p>ARROWSTREET 10 Post Office Square, Suite 700N Boston, MA 02109</p> <p>___ MBE ___ WBE ___ SDVOBE ___ VBE</p>			
d. Yrs Experience w/ this firm:	<1	w/ other firms:	9	
e. Education: Degree(s) / Year / Specialization				
Master of Architecture / 2012 / School of the Art Institute of Chicago Career Discovery / 2008 / Harvard Graduate School of Design Bachelor of Arts / 2008 / Boston University				
f. Active Registration: Year First Registered / Discipline / MA Registration Number				
Architecture / MA #951989				
g. Current Work Assignments and Availability for This Project:				
Dan is available for this project.				
h. Other Experience and Qualifications Relevant to the Proposed Project: (Identify Firm by Which Employed, If Not Current Firm)				
<p>Daniel's relevant experience includes:</p> <p>Benjamin Franklin Institute of Technology,* Boston, MA. Project Architect for a new 75,000 SF higher education building to support an evolving student body and new technology. The planned school contains vocational training spaces from automotive repair to optician labs as well as student gathering space.</p> <p>Excel Charter Public School Middle School,* Boston, MA. Project Architect for a new 19,000 SF middle school on the campus of the existing Excel Charter High School, including a daycare for staff. The new school was built over the existing parking lot to maximize on-site parking and mitigate site issues.</p> <p>Somerville High School Glx Elevator,* Somerville, MA. Project Architect for a new elevator and stair to provide accessible access from the new Somerville High School to the new Green Line station in Somerville.</p> <p>READS Collaborative Campus,* Middleborough, MA. Project Architect for a new 50,000 SF school on their existing site, serving children with behavioral, auditory, and other disabilities. The new building contains classrooms for pre-K - high school students and features a gym, cafeteria, and technical training classrooms. The building also houses a clinic.</p> <p>Prospect Hill Charter School Renovation,* Somerville, MA. Designer for renovation of two existing buildings to replace windows, add an elevator, and make mechanical upgrades.</p>				

A Trusted Name in Foodservice Consulting for Over 65 Years



Crabtree
McGrath
ASSOCIATES, INC.

Crabtree McGrath Associates, Inc., the
nation's leading foodservice equipment
planning and consulting firm

A Trusted Name
in Foodservice
Consulting for
Over 65 Years



Crabtree
McGrath
ASSOCIATES, INC.

Our Company

Breadth of knowledge, creativity and sound judgment are the underpinnings of Crabtree McGrath Associates, Inc., the nation's leading foodservice equipment planning and consulting firm.

Our independent approach focuses solely on delivering successful foodservice equipment programming and design based on the needs of our clients. Our highly-regarded design philosophy and economically-feasible solutions utilizing the industry's most advanced architectural and design technologies.



John Sousa,
Principal

"From design, documents, creativity and follow through, CMA is a great and reliable partner who are consummate professionals in the foodservice design industry."

— DERUYTER O. BUTLER, A.I.A., WYNN DESIGN & DEVELOPMENT

Our History

Founded in 1955 by Samuel Crabtree, Crabtree Associates was a pioneer in the field of independent equipment consulting—designing facilities for a wide range of clients. Robert McGrath joined the firm in 1965, and Crabtree McGrath Associates, Inc. has since solely specialized in foodservice equipment planning.

John Sousa joined the firm in 2001. He soon became President and today, with nearly 30 years of commercial foodservice consulting experience leads the company's strategic vision into the 21st century with continued pride and focus on creative thinking and a strong work ethic.

Our Services

With our team of specialists, Crabtree McGrath Associates has the technical resources and extensive experience to provide a full range of services including:

- Feasibility studies
- Design and construction documents for new or renovated facilities
- Space programming
- Operational analysis
- Cost estimates

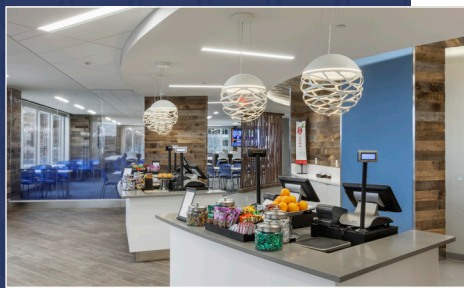
These services include coordinated design phases that are examined, planned, and executed with the best interest of the client as a measure of acceptability.

Our Commitment

With dedication to the best possible service, we make successful facilities and satisfied clients our goal. Crabtree McGrath Associates is an independent firm with no commercial sales or franchise relationships that influence the choice of which system or product will best serve our client's particular needs.



America's Test Kitchen



Hartford Steam Boiler



UMass Club Boston

COMPANY SNAPSHOT

Crabtree McGrath Associates, Inc.

- Founded in 1955
- Completely Independent Firm
- More than 1,600 Facility Projects Since Inception

crabtree-mcgrath.com | 978-352-8500

Our Services



DESIGN PHASES

Crabtree McGrath Associates' team of specialists have the technical resources and breadth of experience to provide a full range of foodservice equipment planning services including:

- Feasibility studies
- Space programming
- Cost estimates
- Complete foodservice design and construction documents for new or renovated facilities
- Operational analysis

Standard services include these important, coordinated design phases.

Our professional staff examines, plans and executes each phase using only the best interest of the client as a measure of acceptability.

Proposals

Crabtree McGrath Associates (CMA) is pleased to review your plans for a specific project and show how CMA can contribute to its successful completion. We provide a detailed, written proposal describing which services are included and a suggested fee with terms of payment.

Schematic Design

Client design conferences with CMA assist in developing the requirements of the foodservice program. We provide preliminary space requirements, small scale layouts, equipment list with utility requirements, and equipment cost estimates for review and approval.

Design Development

CMA evaluates schematic phase materials with the client, along with architectural and engineering disciplines (as needed) to integrate foodservice requirements with related aspects of the project. In addition, we coordinate the work with each discipline for a total operating system.

The client receives revised drawings, budget, and schedule in the Design Development stage, as well as copies of the foodservice equipment cut book with pages of individual items for review and related disciplines' information.

Construction Documents

In this phase, CMA prepares CAD or REVIT working drawings consisting of layout plan, stub-in and connection plan complete with all required electrical, ventilation and mechanical connections, and details and elevations as necessary to illustrate the intent of the construction documents. The client receives type-written specifications illustrating the drawings' intent, suitable for bidding the equipment package.

Construction Administration

CMA reviews bids with client and submits recommendations, followed by the assessment and approval of shop drawings and contractor's submission. In this phase, periodic inspections determine field problems and attendance in the demonstration of equipment complete the process.

Service Fees

Most clients select CMA's complete range of services to insure maximum efficiency of operation and to guarantee full value for their capital investment. However, fees-for-services can be arranged to suit the particular needs of the client. Some circumstances dictate a selective or partial use of our consulting services to meet specific situations, and we are ready to address those client needs. In addition to the above standard services, Crabtree McGrath Associates provides special surveys and feasibility studies concerning unique problems and overall systems analysis.

A Trusted Name in Foodservice Consulting for Over 65 Years

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Earning High Marks in K-12

Known for creative thinking and economically feasible solutions, Crabtree McGrath Associates, Inc. is highly regarded within the public and private education sectors. Projects such as King Open Elementary School in Cambridge, Massachusetts, and Hanley Vocational and Technical High School in Providence, Rhode Island, are just two successful examples of our commitment to achieving your goals.

CMAs' team of specialists has the technical resources and breadth of experience to provide a full range of foodservice equipment planning services for your school project. Below is a partial listing of our public and private elementary, middle, and high school implementations.



A Trusted Name in Foodservice Consulting for Over 65 Years

crabtree-mcgrath.com | 978-352-8500



King Open Elementary School



Hanley Vocational and Technical High School

K-12 SCHOOL CLIENTS (partial list)

CONNECTICUT

Amity High School, Woodbridge
Bennett Elementary School, Manchester
Bridgeport Elementary Schools, Bridgeport
Brookfield High School, Brookfield
Center Road Elementary School, Vernon
Central Elementary School, Simsbury
East of River Magnet School, East Hartford
Fairchild Wheeler Multi Magnet High School, Trumbull
Fitch High School, Groton
H.H. Ellis Technical High School, Danielson
Kolnaski Elementary School, Groton
Lake Street Elementary School, Vernon
M. D. Fox Elementary School, Hartford
Manchester High School, Manchester
Marine Science High School, Groton
New Grade 5-6 School, Newtown
North Middle School, Westport
Plainville High School, Plainville
Saxe Middle School, New Canaan
Skinner Road Elementary School, Vernon
Suffield Academy, Suffield
Suffield High School, Suffield
The Rumsey Hall School,

Washington Depot
Terryville Elementary School, Plymouth
Terryville High School, Plymouth
University High of Science and Engineering, Hartford
Vernon Center Middle School, Vernon
Waterbury Career Academy, Waterbury
Waterford High School, Waterford

MAINE

Sanford High School, Sanford

MARYLAND

Seaford High School, Seaford
Seaford Central Elementary School, Seaford
Seaford Culinary Arts Lab, Seaford
Gilpan Manner School, Elkton
Perryville Elementary School, Perryville

MASSACHUSETTS

Acton/Boxborough High School, Acton
Angeir Elementary School, Newton
Beverly Elementary Schools (6), Beverly
Boston Latin School, Boston
Brookline High School, Brookline
Brooks School, Andover
Brookwood School, Manchester by the Sea
Cabot Elementary School, Newton

Calzetta Farm School, North Andover
Cardinal Spellman High School, Brockton
Carr Elementary School, Newton
Center School, Winthrop
Center Street School, Mattapoisett
Eliot Elementary School, Boston
Framingham High School, Framingham
Gibbs Middle School, Needham
Graystone Elementary School, Westford
Hartford Avenue Elementary School, Westford
Hingham High School, Hingham
Hopkinton High School, Hopkinton
Hull Elementary, Middle and High Schools, Hull
John D. Runkle School, Brookline
King Philip Regional High School, Wrentham
Lynnfield Elementary, Middle and High Schools, Lynnfield
Malden Elementary Schools (5), Malden
Milton Academy, Milton
Monarch High School, Springfield
Narragansett Regional 5-12 School, Baldwinville
North Andover Middle & High Schools, North Andover
North Middle School, Wrentham

North Middle School, Wrentham
Old Hammondtown School, Mattapoisett
Parker Middle School, Taunton
Phillips Academy, Andover
Sacred Heart School, Kingston
South Elementary School, Hingham
Taunton Elementary, Middle & High Schools, Taunton
The Rivers School, Weston
Triton Regional Middle/High School, Byfield
Van Sickle Middle-High School, Springfield
Weston High School renovations, Weston
Zervas Elementary School, Newton

NEW HAMPSHIRE

Dover High School & Culinary Art Teaching Facility, Dover
Kimball Union Academy, Meriden
Monadnock Regional School, Swanzey
Phillips Academy, Exeter
Salem High School & Culinary Art Teaching Facility, Salem
South High School, Nashua
Windham High School, Windham

NEW JERSEY

Lawrenceville School, Lawrenceville
Montclair Kimberly Academy, Montclair

NEW YORK

Hawthorn Valley Farm, Ghent
Rippowam Cisca High School, Bedford

PENNSYLVANIA

Milton Hershey School, Hershey

RHODE ISLAND

Central Falls High School, Central Falls
Cranston West High School, Cranston
East Providence High School, East Providence
Feinstein High School for Public Service, Providence
Fort Barton Elementary School, Tiverton
Garden City Elementary School, Cranston
New High School, Kingstown
North Providence Elementary Schools (2), North Providence
Pell Elementary School, Newport
Pocasset Elementary School, Tiverton
Providence Career & Technical High School, Providence
Ranger Elementary School, Tiverton
The MET School, Newport
Wheeler School, Providence

VERMONT

Champlain Valley Union High School, Hinesburg
Elementary School renovations, Woodstock

LEED, CHPS, & NET ZERO PROJECTS

Crabtree McGrath Associates, Inc. is a foodservice consulting firm with more than 65 years of experience specializing in foodservice equipment planning. CMA is committed to ensuring that kitchens are environmentally sensitive, energy-efficient, and sustainable.

We recognize that a sustainable kitchen design is critical to increasing employee productivity and essential in promoting healthy and nutritious food. Below is a partial listing of our implementations.



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King Open Elementary School, Cambridge



Brown Brothers Harriman, Boston

LEED, CHPS, & NET ZERO PROJECTS (partial list)

CONNECTICUT

M.D. Fox School
Hartford

**South Kent School,
Center for Innovation**
South Kent

MASSACHUSETTS

Abington Middle School
Abington

Amesbury Elementary School
Amesbury

Beverly Middle School
Beverly

Blamers Middle School
Northbridge

**Bristol County Agricultural
High School, Gilbert Hall**
Dighton

Brown Brothers Harriman
Boston

**Colegrove Park
Elementary School**
North Adams

Danvers High School
Danvers

Dedham Avery School
Dedham

**Easthampton Maple
Elementary School**
Easthampton

Estabrook Elementary School
Lexington

Franklin High School
Franklin

Greenfield High School
Greenfield

Higgins Middle School
Peabody

Hingham Middle School
Hingham

**Holyoke Community
College Dining Hall**
Holyoke

**Hurld-Wyman
Elementary School**
Woburn

**John W. Rogers
High School**
Rockland

**John W. Rogers
Middle School**
Rockland

**King Open
Elementary School**
Cambridge

MLK Elementary School
Cambridge

MLK Middle School
Cambridge

**New Douglas
Elementary School**
Douglas

Nixon Peabody, LLP
Boston

Norton High School
Norton

Plymouth South High School
Plymouth

Sanofi US
Cambridge

Scituate Middle School
Scituate

Webster Park Avenue Schools
Webster

Westfield Middle School
Westfield

Wilmington High School
Wilmington

NEW YORK

Hawthorn Valley Farm
Ghent

RHODE ISLAND

East Providence High School
East Providence



K-12 SCHOOL PROJECT SPOTLIGHT

The King Open School, Cambridge Street Upper Schools and Community Complex

This educational complex is a community resource in the City of Cambridge. It includes King Open School, Cambridge Street Upper School, Cambridge Public Schools Administration, Cambridge Public Library branch, Department of Human Services programs, a community pool, and over an acre of open space. The facilities allow for after-hours and weekend use for both the surrounding neighborhood and the entire Cambridge community.

The project is designed to be Net Zero Emissions, with buildings using 43% less energy than the average Massachusetts school and 70% less than a typical school in the United States. Nearly 3,600 photovoltaic building panels produce renewable energy to offset the building's energy use.

Crabtree McGrath Associates developed and implemented a fully capable cooking kitchen, including high efficiency cooking and food preparation equipment, comprised of walk-in refrigerated rooms, multiple food preparation counters, and combination cooking ovens utilizing state-of-the-art technology which maximize production output with minimal utility input.

Double-sided serving lines allow students to choose from a variety of hot and cold food offerings. Both serving lines funnel into a common area where a custom-made fruit and vegetable bar, which allows students second servings, is strategically placed to gently encourage and teach healthy choices and eating habits.

LOCATION: Cambridge, Massachusetts

NUMBER OF STUDENTS: 850

FACILITY: Cooking Kitchen

OPENING DATE: September 2019

**FOODSERVICE EQUIPMENT
PACKAGE COST:** \$450,000

ARCHITECTS: William Rawn Associates,
Architects, Inc. & Arrowstreet, Inc.

SERVERY SQUARE FOOTAGE:
780 sq. ft.

BACK OF HOUSE SQUARE FOOTAGE:
1,800 sq. ft.

TOTAL SQUARE FOOTAGE:
2,580 sq. ft.

MEALS SERVED PER DAY:
500 meals per day

FEATURED SERVERY STATIONS:
Fresh vegetable and fruit bar



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**Crabtree
McGrath**
ASSOCIATES, INC.

References

Highly regarded in the industry for professionalism and knowledge, and as the nation's leading foodservice equipment planning and consulting firm, Crabtree McGrath Associates, Inc. takes enormous pride in fostering long-term relationships with our clients.

"CMA is thankful for the opportunity to serve our clients. It is our responsibility to put them in the best position possible to succeed and we take that responsibility very seriously. CMA looks at our repeat clients and referrals as coveted business that we need to earn on each and every project."

– JOHN SOUSA, PRINCIPAL
CRABTREE MCGRATH ASSOCIATES, INC.

America's Test Kitchen
Boston, MA

*Ms. Alice Carpenter
Director, Creative
Operations*

617-232-1000 x4702

alice.carpenter@
americastestkitchen.com

Gienapp Architects
Danvers, MA

*Dale Gienapp, AIA, MCPPO
Principal*

978-750-9062

dgienapp@gienapp
architects.com

Newmark Knight Frank
Hartford, CT

*Mark Zito
Project Manager,
Real Estate Services*

860-273-0917

zitom@aetna.com

**Bargmann Hendrie +
Archetype, Inc.**
Boston, MA

*Laura Fairbanks
Principal*

617-350-0450

lfairbanks@bhplus.com

Hartford Public Schools
Hartford, CT

*Ms. Lonnie M. Burt, MS,
RD, CD-N
Food & Child Nutrition
Services Director*

860-695-8490

burty001@hartford
schools.org

Springfield Public Schools
Springfield, MA

*Mr. Timothy Gray,
Foodservice Administrator*

413-787-7111

grayt@springfield
publicschools.com

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