

# **DALE STREET SCHOOL**

## Medfield, MA

	DALE STREET ELEMEN	TARY SO	HOOL ME	DFIELD.	MA	PSR -	FEASIBILITY	STUD	Y // EVALU	JATIO	N CRITERIA	MATI	tos				7/91/2020							
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- 55	Sustainability	5				_		_		_		_												
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Logistics/	Long term operational efficiencies	5							l		l		l .											
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	Security  Now well does the building o	5						Ь—						_		_	_	_		_		_		$\overline{}$
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2	Cost	15																						
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**Site Evaluation Matrix** 

# **OPM Monthly Project Update Report**

August 2020

Forming Team FS/	SD DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT
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#### **EXECUTIVE SUMMARY**

During the month of August, cost estimates for the final design alternatives were presented to the School Building Committee for review. These costs were also presented during the School Committee sponsored Public Forum on Grade Configuration held on August 13, 2020. The purpose of the forum was to provide information to the public and to receive feedback as it relates to question and concerns on the two grade configurations being considered. On August 27, 2020, the School Committee met to vote on the preferred grade configuration. The Committee voted unanimously for a 4-5 grade configuration which will now be the basis for the design going forward. It was ultimately decided that the 4-5 grade configuration was the most viable option given the current economic climate. The enrollment numbers provided by the MSBA for a 4-5 grade configuration will adequately provide for future growth in grades 4-5 but will not help to mitigate growth in the other two elementary schools as the 3-5 grade configuration would have.

The Design Team developed a Site Evaluation Matrix for the School Building Committee members to complete in order to further evaluate the site criteria for all options. The completed matrices will be combined and averaged and presented in a final document for review and presented to the SBC. This exercise will be a contributing factor to the site selection process. The School Building Committee will vote on Site Selection on September 9, 2020. During this meeting, the SBC will also vote on the Preferred Schematic Option and make a recommendation to the Board of Selectmen in preparation for their vote on the Preferred Solution on September 15, 2020.

#### II. TASKS COMPLETED THROUGH AUGUST 2020

The following tasks were completed in the month of August 2020:

- 08/04/20 "Save-the-Date" notices were sent out on social media for the August 13, 2020 School Committee sponsored Public Forum on Grade Configuration.
- 08/05/20 Communications Subcommittee Meeting was held to discuss the Public Forum on Grade Configuration.
- 08/06/20 Communications Subcommittee sent out Dale Street School Project "News Flash" on social media and by email blast.
- 08/09/20 LeftField submitted the Medfield Dale Street School July 2020 OPM Monthly Report online.
- 08/10/20 LeftField submitted the Medfield Dale Street School July 2020 OPM Monthly Report and July 2020 Invoice Summary to SBC.
- 08/10/20 Working Group Meeting No. 26 was held to discuss design progress evaluation of alternatives, the Public Forum and to review project costs.



- 08/10/20 Communications Subcommittee Meeting was held to discuss School Committee sponsored Public Forum on Grade Configuration.
- 08/11/20 Communications Subcommittee sent out reminder of School Building Committee Meeting on August 12, 2020 and School Committee sponsored Public Forum on Grade Configuration on August 13, 2020.
- 08/12/20 School Building Committee Meeting No. 15 was held to discuss design progress – final evaluation of alternatives, District's education plan, the Public Forum and to review project costs.
- 08/13/20 School Committee sponsored Public Forum on Grade Configuration was held.
- 08/24/20 Working Group Meeting No. 27 was held to discuss design progress evaluation of alternatives and to review project costs.
- 08/27/20 School Committee Meeting held to vote on Grade Configuration. A Grade 4-5 Configuration received a unanimous vote.

#### III. TASKS PLANNED FOR SEPTEMBER 2020

The following tasks are planned for the month of September 2020:

- 09/01/20 Board of Selectmen Meeting Mike Quinlan will provide an update on the project and the results of the School Committee's vote on Grade Configuration.
- 09/03/20 LeftField submitted the Medfield Dale Street School August 2020 OPM Monthly Report online.
- 09/03/20 LeftField submitted the Medfield Dale Street School August 2020 OPM Monthly Report and July 2020 Invoice Summary to SBC.
- 09/08/20 Working Group Meeting No. 28 will be held to discuss schedule, design progress and the Preferred Schematic Option.
- 09/09/20 School Building Committee Meeting No. 16 will be held to vote on the Preferred Schematic Option and Site Selection.
- 09/15/20 Board of Selectmen Meeting will be held to vote on Preferred Schematic Solution.
- 09/16/20 Arrowstreet and LeftField will begin working on the deliverables for the Preferred Schematic Report.
- 09/21/20 Working Group Meeting No. 29 will be held to discuss schedule, design progress, Preferred Schematic Report and remaining due diligence investigations.

#### IV. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$52,993.60 this month which consisted of OPM



and Designer fees for the Feasibility Study/Schematic Design OPM Services.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated August 31, 2020.

#### V. PROJECT SCHEDULE OVERVIEW

The attached Project Schedule reflects the extension of the Preferred Schematic Report (PSR) Submission date to October 27, 2020 in advance of the MSBA review and approval at the December 16, 202 MSBA Board Meeting. It was agreed by the SBC that additional time was needed to present project information to the public and receive feedback prior to voting on grade configuration, site selection and preferred schematic.

Refer to the attached Preliminary Project Schedule, dated August 31, 2020.

#### VI. CONTRACT AMENDMENTS/BUDGET TRANSFERS

There were no Contract Amendments or Budget Transfers required in August 2020. Copies of all previous signed Contract Amendments and Budget Transfers are needed in order to provide to MSBA.

#### VII. COMMUNITY OUTREACH

A Project Update flyer was created for the upcoming month of September 2020 by LeftField. The flyer will be distributed to the SBC for dissemination to the Town and School Community. LeftField has been working with the Communications Subcommittee to the School Building Committee to provide project information to the public. In addition to the Project Update flyer, there will be "News Flashes" sent out by the Communications Subcommittee to the public via email and social media to keep the public informed on the Dale Street School Project's progress.

#### VIII. ATTACHMENTS

MSBA Online OPM Reporting Submission, August 31, 2020 Total Project Budget Status Report, dated August 31, 2020 Monthly and Cumulative Cash Flow Reports, dated August 31, 2020 Preliminary Project Schedule, dated August 31, 2020 Dale Street School Project Update – September 2020



Leftfield, LLC	Lynn Stapleton	Progress Report	as of Date 8/31/2020
District Name	Medfield	MSBA ID	201701750005
School Name	Dale Street	Project Name	
OPM Firm Name	Leftfield, LLC	School Building Committee Representative	Michael Quinlan
Project Director	Lynn Stapleton	Total Project Budget (ProPay)	\$1,000,000
Designer Firm Name	Arrowstreet Inc.	Encumbered (Reporting Period)	\$0
Principal	Laurence Spang	Encumbered (to Date)	\$950,926
General Contractor Firm Name		Total Project Invoices Received (to Date)	\$480,479
General Contractor Contact Name		Project Completion Percentage	48%

ОРМ	Leftfield, LLC			Pro	gress Report as of Date 8	8/31/2020
Contract Sumi	mary_			Payment Summary		
Original Contra	ct Amount		\$230,000	Total Contract Amount		\$230,000
Contract Amen	dments (to Date)		0	Invoices Paid (to Date)		\$155,800
Value of Contra	act Amendments (to Da	re)	\$0	Invoices Received (Reporting Pe	eriod)	\$10,000
Total Contract	Amount		\$230,000	Contract Amount Remaining		\$64,200
Contract Amen	dments as Percentage	of Original Contract Amount	0.0%			
	(Reporting Period)	-08/05/20 Communications S -08/06/20 "News Flash" was -08/09/20 LeftField submitted -08/10/20 LeftField submitted -08/10/20 Working Group M -08/10/20 Communications S -08/11/20 Communications S -08/12/20 School Building Coalternatives, Public Forum and 08/13/20 Public Forum on G -08/24/20 Working Group Medications of the second s	Subcommittee Mosent out on social the Medfield - Id the July 2020 Cleeting No. 26 Subcommittee Mosubcommittee Meeting nd to review projurade Configuration of the Mosent No. 27	Dale Street School July 2020 OPM DPM Monthly Report and July 2020 eeting otices g No. 15 was held to discuss designent costs.	ic Forum.  Monthly Report online. Invoice Summary to SBC.  In progress, final evaluation of	guration.
Project Budget	Status	Refer to the attached Total F	Project Budget St	atus Report and Cash Flow Charts,	dated August 31, 2020.	
Potential Issues	S	There are no potential issues	S.			

DESIGNER Arrowstreet Inc.		Progress Report as	s of Date 8/31/2020
Contract Summary		Payment Summary	
Original Contract Amount	\$620,000	Total Contract Amount	\$720,925
Contract Amendments (to Date)	2	Invoices Paid (to Date)	\$271,685
Value of Contract Amendments (to Date)	\$100,925	Invoices Received (Reporting Period)	\$42,994
Total Contract Amount	\$720,925	Contract Amount Remaining	\$406,246
Contract Amendments as Percentage of Original Contract Amount  MBE/WBE Requirements	16.0%		
MBE Requirement	9%		
MBE Actual	9%		
WBE Requirement	9%		
WBE Actual	9%		

RFIs and Submittals			
RFIs Issued (Reporting Period)		0	
Total RFIs Issued (to Date)		0	
Remaining Open RFIs – Past 30 Days		0	
Notes			
Remaining Open RFIs – Past 60 Days		0	
Notes			
Remaining Open RFIs – Past 90 Days		0	
Notes			
Submittals Received (Reporting Period)		0	
Total Submittals Received (to Date)		0	
Submittals Reviewed (Reporting Period)		0	
Total Submittals Reviewed (to Date)		0	
Comments (Remaining Open Submittals)			
Phase	Schematic Design	Phase Scheduled Completion	n Date 6/30/2021
Designer Activities (Reporting Period)	-08/05/20 Communications -08/10/20 Working Group I -08/12/20 School Building	Meeting No. 26 Committee Meeting No. 15 ee sponsored Public Forum Meeting No. 27	
30 Day Look Ahead	-09/15/20 Board of Selecting	nen Meeting Meeting No. 28 Committee Meeting No. 16 nen Meeting LeftField will begin working on the deliveral	oles for the Preferred Schematic Report.
Commissioning Consultant	No assignment yet.		
Commissioning Consultant Status			

GENERAL CONTRACTOR		Progress Report as of Date 8/31/2020
Contract Summary		Payment Summary
Original Contract Amount		Total Contract Amount
Change Orders (to Date)		Invoices Paid (to Date)
Value of Change Orders (to Date)		Invoices Received (Reporting Period)
Total Contract Amount		Contract Amount Remaining
Contract Type		
Change Orders as Percentage of Original Contract Amount	0.0%	
Pending Change Orders		
Change Order Status		
Schedule Assessment		
Notice to Proceed Date		MBE Requirement
Physical Progress		MBE Actual
Substantial Completion Date (Original)		WBE Requirement
Substantial Completion Date (Revised)		WBE Actual
Construction Progress (Reporting Period)		
30 Day Look Ahead		
Overall Schedule Assessment		
Problems Identified (Schedule or Construction)		
Quality Control		
Safety Compliance		
Number of Claims (to Date)		
Value of Claims (to Date)		
Comments		
Recorded Manpower (Reporting Period)		
Commissioning Consultant		
Commissioning Consultant Status		

Certification	
The undersigned hereby certifies that, to the best report and attached hereto are true and accurate	t of his/her knowledge, the information contained in this monthly
Project Director/Project Manager	
Lynn Stapleton	Print Name
Lynn Stapleton	Signature
September 3, 2020	Date



	t School - Medfield, MA									July 31, 2
otal Proje	ct Budget Status Report									
roPay Code	Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
,										
0001-0000	FEASIBILITY STUDY AGREEMENT OPM Feasibility Study/Schematic Design	\$ 230,000		\$ 230,000	\$ 230,000	100%	\$ 165,800	72%	\$ 64,200	
0002-0000	A/E Feasibility Study/Schematic Design	\$ 650,000	\$ (30,000)		\$ 620,000	100%	\$ 263,500	43%	\$ 356,500	*1
0003-0000	Environmental & Site	\$ 60,000	\$ 40,926		\$ 100,926	100%	\$ 51,179	51%	\$ 49,747	*1, 2
004-0000	Other	\$ 60,000	\$ (10,926)		\$ -	0%	\$ -	0%	\$ 49,074	*1, 2
	FEASIBILITY STUDY AGREEMENT SUB-TOTAL	\$ 1,000,000	\$ -	\$ 1,000,000	\$ 950,926	95%	\$ 480,479	48%	\$ 519,521	
	ADMINISTRATION									
0101-0000	Legal Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0102-0500	Owner's Project Manager  Construction Contract Documents	\$ - \$ -	<b>\$</b> -	<b>\$</b> -	\$ - \$ -	0%	<b>\$</b> -	0%	\$ -	
0102-0500	Bidding	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
102-0700	Construction Contract Administration	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
102-0800	Closeout	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
102-0900	Extra Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
0102-1100 0102-1000	Cost Estimates Reimbursable & Other Services	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	0%	\$ -	0%	\$ - \$ -	
103-0000	Advertising (and Printing)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
199-0000	Other Administrative Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -		\$ -	
	ARCHITECTURE & ENGINEERING									
	A/E Basic Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
201-0500	Construction Contract Documents	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
201-0600	Bidding	\$ -	\$ -	\$ -	\$ - \$ -	0%	\$ - \$ -	0%	\$ -	
)201-0700 )201-0800	Construction Contract Administration Closeout	\$ -	\$ -	\$ -	\$ -	0% 0%	\$ -	0%	\$ -	
201-9900	Other Basic Services	\$ -	Υ	\$ -	\$ -	070	\$ -	070	\$ -	
	Extra and Reimbursable Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
203-0200	Printing (over minimum)	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0203-9900 0204-0200	Other Reimbursable Costs (Printing)	\$ -	\$ - \$ -	\$ -	\$ -		\$ - \$ -	0% 0%	\$ -	
0204-0200	Hazardous Material (incl. monitoring)  Geotechnical & Geo-environmental	\$ -	\$ -	\$ -	\$ -		\$ -	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 SUB-TOTAL	\$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	0% 0%	\$ - \$ -	0%	\$ -	_
		, .	, -	, .	<u>, .</u>	078	, -	076	, -	
0601-0000	MISCELLANEOUS PROJECT COSTS  Utility Company Fees	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0602-0000	Testing Services	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
0699-0000	Other Project Costs	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
701-0000	FURNISHINGS & EQUIPMENT Furnishings, Fixtures & Equipment		\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
703-0000	Technology		\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
	CONTINGENCY									
507-0000	Construction Contingency	\$ -	\$ -	\$ -	\$ -		\$ -	0%	\$ -	
,507-0000	(5% of the construction amount)	, -	٠ -	· -	, -		· -	0/6	, -	
0801-0000	Owner's Contingency (0.5% of the total project budget)	\$ -		\$ -			\$ -	0%	\$ -	
	SUB-TOTAL	\$ -	\$ -	\$ -	\$ -	0%	\$ -	0%	\$ -	
				<u> </u>	1					
	TOTAL PROJECT BUDGET	\$ 1,000,000	<b>&gt;</b> -	\$ 1,000,000	\$ 950,926	95%	\$ 480,479	48%	\$ 519,521	

print date: 9/3/2020



#### July 31, 2020 Dale Street School - Medfield, MA **Total Project Budget Status Report** FUNDING SOURCES Total Project Basis of Total Reimbursement Budget Exclusions Facilities Grant Rate MSBA Share State Share Local Share \$ 1,000,000 \$ SUB-TOTAL CONSTRUCTION COST ESTIMATES 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. FSA BRR 1 is being circulated for signature. 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. FSA BRR 2 is being circulated for signature.



#### Dale Street School - Medfield, MA August 31, 2020 **Monthly Cash Flow** \$90,000 Original **Revised Projected Actual** ■ Original Forecast **Expenditures Forecast Expenditures** Date Aug-19 \$ \$80,000 Actual Expenditures \$ 30,600 \$ 30,600 Sept-19 Oct-19 \$ 15,300 \$ 15,300 Revised Projected \$70,000 \$ 15,300 \$ 15,300 Nov-19 Expenditures \$ Dec-19 49,300 \$ 49,300 \$ \$ Jan-20 76.300 49,300 \$60,000 Feb-20 \$ 76,350 \$ 46,500 \$ \$ Mar-20 76,350 64,500 \$50,000 Apr-20 \$ 71.000 \$ 41.000 May-20 71,000 \$ 30,667 Jun-20 \$ 67,300 \$ 56,418 \$40,000 \$ \$ Jul-20 59,000 28,600 \$ \$ Aug-20 59,000 52,994 \$ \$30,000 79,300 \$ 76,000 Sept-20 \$ Oct-20 79.300 \$ 70.747 \$ 64,300 \$ Nov-20 66,000 \$20,000 \$ \$ 43,500 Dec-20 59,300 \$ \$ 54,074 Jan-21 49,000 Feb-21 \$ \$ 45,000 2.000 \$10,000 \$ \$ Mar-21 50,000 \$ \$ 50.000 Apr-21 \$ May-21 \$ 40,200 Jan-20 Mar-20 Apr-20 Sept-20 Dec-20 Feb-21 Jun-21 \$ \$ 24,000 \$ 1,000,000 \$ Total 480,479 519,521



#### Dale Street School - Medfield, MA August 31, 2020 **Cumulative Cash Flow** \$1.200.000 **Revised Projected** Original Actual **Forecast Expenditures Expenditures** Date Aug-19 \$ Original Forecast Sept-19 \$ 30,600 \$ 30,600 \$1,000,000 Oct-19 \$ 45,900 \$ 45,900 Actual Expenditures \$ \$ Nov-19 61,200 61,200 Dec-19 \$ 110,500 \$ 110,500 Revised Projected Expenditures Jan-20 186.800 \$ 159.800 \$800,000 Feb-20 \$ 263.150 \$ 206,300 \$ \$ Mar-20 339,500 270,800 Apr-20 \$ 410,500 \$ 311,800 \$ May-20 481,500 \$ 342,467 \$600,000 \$ Jun-20 548,800 \$ 398,885 \$ Jul-20 607.800 \$ 427.485 Aug-20 \$ \$ 666,800 480,479 480,479 \$400,000 \$ 746,100 \$ 556.479 Sept-20 Oct-20 \$ \$ 825,400 627,226 \$ \$ Nov-20 889,700 693,226 \$ \$ 736,726 949,000 Dec-20 \$200.000 Jan-21 \$ 998,000 \$ 790,800 Feb-21 \$ 1.000.000 \$ 835.800 \$ 1,000,000 \$ 885,800 Mar-21 \$ 1.000.000 \$ 935,800 Apr-21 Jan-20 Mar-20 Apr-20 Jun-20 Jul-20 Aug-20 Sept-20 Oct-20 Dec-20 Feb-20 \$ 1,000,000 \$ 976,000 May-21 Jun-21 \$ 1,000,000 \$ 1,000,000 \$ 1,000,000 \$ Total 480,479 1,000,000



#### DALE STREET ELEMENTARY SCHOOL PRELIMINARY PROJECT SCHEDULE Feasibility Study/Schematic Design Phase August 31, 2020

				August 31, 2020
ID Task Name	Start	Finish A	M  J   J   A   S   O   N   I	$ \begin{vmatrix} 2018 & & & & & & & & & & & & & & & & & & &$
1 Eligibility Period \	Wed 12/13/17	Thu 3/28/19	ligibilityPeriod 🔊	
2 MSBA Invitation to Eligibility Period	Wed 12/13/17	Wed 12/13/17	1 1 1 1 1 •	MSBA Invitation to Eligibility Period
3 Initial Compliance Certification	Tue 4/24/18	Tue 4/24/18		Initial Compliance Certification
City Appropriation of Funds for Feasibility Study	Mon 4/30/18	Mon 4/30/18		City Appropriation of Funds for Feasibility Study
5 Study Enrollment Certification	Tue 5/1/18	Wed 10/24/18	1 1 1 1 1 1 1	Study Enrollment Certification
6 MSBA Invitation to Conduct Feasibility Study	Wed 12/12/18	Wed 12/12/18		MSBA Invitation to Conduct Feasibility Study
7 Execution of Feasibility Study Agreement	Thu 12/13/18	Thu 3/28/19	1 1 1 1 1 1 1	Execution of Feasibility Study Agreement
	Mon 1/14/19	Fri 6/28/19		OPM Selection
9 OPM RFS Process	Mon 1/14/19	Wed 3/27/19		OPM RFS Process
10 OPM RFS Advertisement Submit - Appears	Thu 3/28/19	Wed 4/3/19	111111	COPM RFS Advertisement Submit - Appears
11 OPM Proposals Due	Wed 4/17/19	Wed 4/17/19	1 1 1 1 1 1 1	OPM Proposals Due
12 OPM Proposals Review, Interviews, Ranking, Submital to MSBA & Negotiations with OPM	Wed 4/17/19	Wed 5/8/19		■ OPM Proposals Review, Interviews, Ranking, Submital to MSBA & Negotiations with OPM
13 OPM Fee Proposal & Contract Submitted	Tue 4/30/19	Tue 4/30/19		← OPM Fee Proposal & Contract Submitted
14 MSBA OPM Panel Presentation	Mon 6/3/19	Mon 6/3/19		MSBA OPM Pahel Presentation
15 MSBA OPM Approval Letter	Fri 6/7/19	Fri 6/7/19		
16 Execute OPM Contract	Mon 6/10/19	Fri 6/28/19		Execute OPM Contract
17 Designer Selection	Thu 5/9/19	Wed 1/8/20		Designer Selection Selecti
Prepare & Submit Draft Designer RFS to MSBA	Thu 5/9/19	Tue 6/4/19		Prepare & Submit Draft Designer RFS to MSBA
19 MSBA Designer RFS Review Period	Wed 6/5/19	Mon 7/15/19		M\$BA Designer RF\$ Review Peliod
20 Final Designer RFS to MSBA	Mon 7/15/19	Mon 7/15/19		▼Final Designer RFS to MSBA
21 Designer RFS Advertisement Submit - Appears	Thu 8/1/19	Wed 8/7/19	1 1 1 1 1 1 1	Toesigner RFS Advertisement Submit - Appears
Select Local Representatives for DSP	Wed 7/31/19	Wed 7/31/19		Select Local Representatives for DSP
23 Designer Proposals Due	Thu 8/8/19	Wed 9/11/19		Designer Proposals Due
24 Review Designer Proposals and Check References 25 Submit DSP Materials to DSP	Thu 9/12/19	Wed 9/25/19		Review Designer Proposals and Check References
Cubinit Bor materiale to Bor	Wed 9/25/19 Tue 10/15/19	Wed 9/25/19 Tue 10/15/19		Submit Dor Waterias to Boli
26 Designer Selection Panel (DSP) Meeting 27 DSP Interview	Tue 10/15/19	Tue 11/5/19		DSP Interview
28 Negotiate and Approve Designer Contract and Send to	Tue 11/5/19	Wed 1/8/20	1 1 1 1 1 1	Negotiate and Approve Designer Contract and Send to MSBA
MSBA				
29 MSBA Project Kick-Off Meeting	Fri 12/13/19	Fri 12/13/19	1 1 1 1 1 1	◆ MSBA Project Kick-Off Meeting
	Wed 11/13/19	Fri 5/1/20	1 1 1 1 1 1	Preliminary Design Program (PDP) र विकास कर्ष
Designer Project Kick-Off Meeting	Wed 11/13/19	Wed 11/13/19	1 1 1 1 1 1 1	Designer Project Kick-Off Meeting
Develop Preliminary Design Program	Thu 11/14/19	Tue 3/17/20		Develop Preliminary Design Program   ★ SBC Vote to Submit PDP
33 SBC Vote to Submit PDP 34 Submit PDP Subm	Thu 3/26/20	Thu 3/26/20		Submit PDP Submission to MSBA (Min. 10 Weeks Prior to PSR)
34 Submit PDP Submission to MSBA (Min. 10 Weeks Prior to PSR)	Fri 3/27/20			
MSBA PDP Review Period	Mon 3/30/20	Fri 4/17/20		NSBA PDP Review Period   1   1   1   1   1   1   1   1   1
36 Respond to MSBA PDP Review Comments 37 Preferred Schematic Report (PSP)	Mon 4/20/20	Fri 5/1/20		Respond to MSBA PDP Review Comments
r referred ochemiatic report (r ort)		Wed 12/16/20		Preferred Schematic Report (PSR)
38 Develop Preferred Schematic Schematic Report 39 Prepare, Review, Submit Project Notification to Mass Historical Commission	Thu 3/19/20 Mon 8/10/20			Develop Preferred Schematic Schematic Report  Prepare, Review, Submit Project Notification to Mass Historical Commission
40 SBC Vote to Submit PSR	Wed 10/21/20		<del>                                     </del>	SBC Vote to Submit PSR
41 Submit PSR Submission to MSBA	Tue 10/27/20	Tue 10/27/20	<del></del>	Submit PSR Submission to MSBA
42 MSBA PSR Review Period	Tue 10/27/20	Mon 11/16/20	1 1 1 1 1 1	M\$BA PSR Review Period
Respond to MSBA PSR Review Comments	Tue 11/17/20	Mon 11/30/20	1 1 1 1 1 1 1	Respond to MSBA PSR Review Comments
Facilities Assessment Subcommittee (FAS) Presentation - 11/18/20 or 12/2/20	Wed 11/18/20			Facilities Assessment Subcommittee (FAS) Presentation +11/18/20 or 12/2/20
45 Address FAS Comments	Thu 12/3/20	Thu 12/10/20		Address FAS Comments
46 MSBA Board Vote on PSR & Approval to Move to Schematic Design	Wed 12/16/20	Wed 12/16/20		MSBA Board Vote on PSR & Approval to Move to Schematic Design
47 Schematic Design (SD)	Wed 10/28/20	Wed 6/30/21		Schematic Design (SD)
48 Develop Schematic Design Submission	Wed 10/28/20	Wed 3/31/21		Develop Schematic Design Submission
49 SD Cost Estimates and Reconciliation	Thu 4/1/21	Fri 4/23/21		SD Cost Estimates and Reconciliation
50 SBC Vote to Approve SD Submission to MSBA	Tue 4/27/21	Tue 4/27/21		SBC Vote to Approve SD Submission to MSBA



#### DALE STREET ELEMENTARY SCHOOL PRELIMINARY PROJECT SCHEDULE Feasibility Study/Schematic Design Phase August 31, 2020

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67   DO Cost Estimate	, , , , , , , , , , , , , , , , , , , ,
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Submit IOP Paskage to MSSA	
NSBA ReviewComments and Project Team Response   Tue 2/1/22   Tue 3/8/2   Tue 3/8/2   Tue 2/1/22   Fri 11/18/2   Contract Documents   Tue 2/1/22   Mon 4/25/22   Mon 5/23/22   Mon 5/23/23   Mon	
Paried  Contract Documents	
72	
72   CD 60% Documents	,
73   CD 60% Cost Estimate   Tue 4/26/22   Mon 5/33/22   Fn 5/27/22	,
74         CD 60% VE and Reconciliation         Tue 5/24/22         Fr 5/27/22         ★CD 60% VE and Reconciliation           75         Submit 60% CD Package to MSBA         Mon 5/30/22         Mon 5/30/22         Mon 5/30/22         Mon 7/4/22           6         MSBA Review/Comments & Design Team Response Period         Tue 5/31/22         Mon 7/4/22         Mon 7/4/22           76         Engage Inspectional Services & All Regulatory Departments Reviews         Tue 5/31/22         Mon 8/8/22	
To   Submit 60% CD Package to MSBA   Mon 5/30/22   Mon 5/30/22   Mon 7/4/22   Mon 7/4/22   Mon 7/4/22   Mon 7/4/22   Mon 7/4/22   Mon 8/8/22   Mon 7/4/22   Mon 8/8/22   Mon	
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CD 90% Documents	
CD 90% Cost Estimate   Tue 8/23/22   Mon 9/12/22   Mon 9/12/22   Fri 9/16/22   CD 90% VE and Reconciliation   Tue 9/13/22   Fri 9/16/22   CD 90% VE and Reconciliation   Tue 9/13/22   Fri 9/16/22   Mon 9/19/22   Mon 9/19/22   Mon 9/19/22   Mon 9/19/22   Mon 10/24/22   Submit 90% CD Package to MSBA   Mon 9/19/22   Mon 10/24/22   Mon	
CD 90% VE and Reconciliation   Tue 9/13/22   Fri 9/16/22   Submit 90% CD Package to MSBA   Mon 9/19/22   Mon 9/19/22   Mon 9/19/22   Mon 10/24/22   Mon 10	
81         Submit 90% CD Package to MSBA         Mon 9/19/22         Mon 9/19/22         Mon 10/24/22           82         MAB Review and Approval         Tue 9/20/22         Mon 10/24/22         Mon 10/24/22           83         MSBA Review/Comments & Project Team Response Period         Tue 9/20/22         Mon 10/24/22           84         CD 100% Documents         Tue 9/20/22         Mon 11/14/22           85         Prepare 100% CDs for Final Bidding         Tue 11/15/22         Fri 11/18/22           86         LEED         Mon 11/2/20         Mon 7/7/25	
83         MSBA Review/Comments & Project Team Response Period         Tue 9/20/22         Mon 10/24/22           Period         Tue 9/20/22         Mon 11/14/22           84         CD 100% Documents         Tue 9/20/22         Mon 11/14/22           85         Prepare 100% CDs for Final Bidding         Tue 11/15/22         Fri 11/18/22           86         LEED         Mon 11/2/20         Mon 7/7/25	
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88 LEED Kick-Off Meeting Fri 11/6/20 Fri 11/6/20	
89 Submit Design Submittal to USGBC Mon 12/5/22 Fri 2/24/23	,
	nonth Cx Report
	t, Cx Completion Certificate
	Submittal to USGBC
	e of LEED Certification Letter
94 CM at Risk Procurement Process (Or GC Below Wed 7/7/21 Wed 10/19/22	
95 If CMR, SBC Approves Use of CM at Risk Delivery & Wed 7/7/21 Wed 7/7/21 Selection Committee	
96 CM At Rick Application 9 submit to OIC (If Applicable) Wed 7/7/04 May 7/40/04	
97 Office of Inspector General Review & Approval  Tue 7/20/21 Tue 8/17/21	
98 CM at Risk RFQ Process Wed 8/18/21 Tue 8/31/21	



#### DALE STREET ELEMENTARY SCHOOL PRELIMINARY PROJECT SCHEDULE Feasibility Study/Schematic Design Phase August 31, 2020

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13   Review Trade Contention (CS COQ   Fit 107/22   The 102/722   The	
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13   Notify Trade Contractance(See Reliating   Fri 10/28/22   Fr	
Permitting and Regulatory Filling Requirement   Tue 5/31/22   Mon 12/12/22   Mo	
15   Zoning Board of Appeals   Tue 53122   Mon 1011722   Tue 53122   Tue 53122   Mon 1011722   Mon 10117	
Tue 53122 Mon 10/17/22  Tue 53	
16 Notice of triefs to Conservation Commission (Review based on Preliminary Site Design will Final Site Design wil	
17   NPDS Construction General Permit   Tue 10/18/22   Mon 11/14/22   Mon 11/14/24   Mon 11/14	gn due at 60% C
119   Permits from City Engineering Department   Wed 6/1/22   Tue 6/14/22   Permits from City Engineering Department   Permits from City Engineering Department (parking)   Permits Permits from City Engineering Department   Permits From Ci	
120   Special Permit to Planning Department (parking)   Wed 6/1/22   Tue 6/14/22   Tue 6/14/22   Mon 12/1/22   M	
121   Building Permit   Tue 11/15/22   Mon 12/12/22   Bid Phases (Site & Main Construction either DBB or CMR)	
122   Bid Phases (Site & Main Construction either DBB or CMR)	
DBB or CMR	
124   Award Sitework Contract   Tue 6/28/22   Mon 7/4/22   Mon 7/4/22   Tue 1/3/23   Main Bid Period   Med 11/23/22   Tue 1/3/23   Main Bid Period   Med 11/23/22   Tue 1/3/23   Main Bid Period   Med 7/6/22   Fri 2/3/23   Fri 2/3/24   Fri	
Main Bid Period   Wed 11/23/22   Tue 1/3/23   Tue 1/3/23   Tue 1/3/23   Fri 2/3/23   Fri al GMP Contract   Wed 1/4/23   Fri 2/3/23   Fri al GMP Contract   Frial GMP Contract	
Final GMP Contract   Wed 1/4/23   Fri 2/3/23   Fri 8/30/24   Construction   Final GMP Contract	
Construction   Wed 7/6/22   Fri 8/30/24   Construction   Fri 8/30/24   Construction   Fri 8/30/24   Fri 7/29/22	
Early Mobilization   Wed 7/6/22   Fri 7/29/22   Fri 7/29	
128         Early Mobilization         Wed 7/6/22         Fri 7/29/22           129         Start Early Site Work Construction         Mon 8/1/22         Tue 1/3/23           130         Start Main Construction         Wed 1/4/23         Fri 6/28/24           131         Substantial Completion         Mon 7/1/24         Start Main Construction           132         FFE Installation         Tue 7/2/24         Wed 7/31/24           133         Punchlist         Tue 7/2/24         Wed 7/31/24	
Start Main Construction   Wed 1/4/23   Fri 6/28/24   Start Main Construction   Fri 6/28/24   Start Main Construction   Mon 7/1/24   Mon 7/1/24   Mon 7/1/24   Mon 7/1/24   Mon 7/1/24   FFE Installation   Tue 7/2/24   Wed 7/31/24   Punchlist   Tue 7/2/24   Wed 7/31/24   Punchlist	
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132         FFE Installation         Tue 7/2/24         Wed 7/31/24           133         Punchlist         Tue 7/2/24         Wed 7/31/24	
133 Punchlist Tue 7/2/24 Wed 7/31/24	
134 Final Completion of New School Thu 8/1/24 Fri 8/9/24	
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135 Teacher Move-In Mon 8/12/24 Fri 8/30/24 Fri 8/30/24	
136 School Opening Wed 9/4/24 Wed 9/4/24	
137 Project Closeout Phase Thu 9/5/24 Mon 7/7/25	
138 Prepare and Submit Closeout Documents Thu 9/5/24 Thu 10/31/24	<del></del>
140 Submit 100% DCAMM Contractor Evaluations Fri 11/1/24 Thu 11/7/24 Thu 11/7/24	
141 Final Reimbursement Request Thu 11/7/24 Thu 11/7/24 Thu 11/7/24 Thu 11/7/24	
142 MSBA Closeout Documents Submitted Fri 11/8/24 Mon 7/7/25 MSBA Closeout Documents Submitted	ents Submitted

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# DALE STREET SCHOOL PROJECT UPDATE

### **Project Update:**

On August 27, 2020, the School Committee unanimously voted on a Grade 4-5 Configuration. This will be the basis for the design of the school going forward. The next significant decision to be made is the selection of the preferred site. A Site Selection Criteria Matrix was developed by Arrowstreet and distributed to the School Building Committee members for their input. All responses will be averaged and compiled by LeftField to be presented in a single document for review. The final matrix will be presented at the September 9, 2020 SBC Meeting. The School Building Committee (SBC) will vote on site selection and the Preferred Schematic Option and will provide their recommendation to the Board of Selectmen in preparation of their confirmation vote on September 15, 2020 on the Preferred Schematic.

With grade configuration, site selection and the preferred option decided, the Preferred Schematic will now be further developed. The remaining design alternatives will be included as comparisons within the Preferred Schematic Report to be submitted to MSBA on October 27, 2020.

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# September 2020

# **Upcoming Project Milestones**

- 09/01/20 -Board of Selectmen Meeting – Update on Grade Configuration
- 09/09/20 School Building Committee Meeting No. 16 – Vote on Site Selection and the Preferred Option
- 09/15/20 -Board of Selectmen Meeting – Vote on overall Preferred Schematic
- Public Forum tentatively scheduled for late September to review Preferred
   Schematic
- Draft of Preferred Schematic Report (PSR) to School Building Committee for review in mid-October
- 10/27/20 Submit PSR to MSBA



