

SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Hanover, MA



OPM Monthly Project Update Report

April 2023

| | | | | | | | |
|-----------|-----------|-----------|-----------|----------------|---------------------|-----------------|-------------|
| FS | SD | DD | CD | BIDDING | CONSTRUCTION | CLOSEOUT | SITE |
|-----------|-----------|-----------|-----------|----------------|---------------------|-----------------|-------------|

Designer Procurement was the focus during the month of April. The Designer RFS was released to the public on March 1, 2023, there was a walkthrough for interested designers held on March 7, 2023, and proposals were due to Leftfield on March 30, 2023. Five firms submitted proposals for consideration including Drummey Rosane Anderson Architects, Kaestle Boos Associates, Lavallee Brensinger Architects, Miller Dyer Spears Architects, and Perkins & Will.

The proposals received were reviewed by the Designer Selection Panel (DSP) at their April 25, 2023 meeting and a short list of 3 firms was established. The short listed firms were invited to interview at the May 9, 2023 DSP meeting. At the end of that meeting, DSP members voted to rank the firms with Drummey Rosane Anderson Architects ranked highest. The District is currently pursuing a contract with DRA.

The project is currently on target to hit the following milestone dates:

- 09/29/23 - Preliminary Design Program (PDP) Submission due to MSBA for staff review
- December 2023 - Preferred Schematic Report (PSR) due to MSBA
- February 2024 - MSBA Board of Directors Meeting to approve PSR
- June 2024 - Schematic Design (SD) Report to be submitted to MSBA
- August 2024 - MSBA Board of Directors Meeting for Project Scope & Budget
- District Vote: December 2024/January 2025

I. TASKS COMPLETED THROUGH APRIL 2023

The following tasks were completed in the month of April 2023:

| | |
|----------|---|
| 04/12/23 | OPM Monthly Report provided to District and submitted to MSBA |
| 04/12/23 | Designer application review matrices submitted to MSBA DSP |
| 04/25/23 | Designer Selection Panel Meeting #1 |

II. TASKS PLANNED FOR MAY 2023

The following tasks are planned for the month of May 2023:

| | |
|----------|---|
| 05/09/23 | Designer Selection Panel Meeting #2 |
| 05/12/23 | OPM Monthly Report provided to District and submitted to MSBA |
| TBD | SBC Meeting to meet design team and approve contract |

III. PROJECT BUDGET OVERVIEW

There were no expenditures this month.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated April 30, 2023.

IV. PROJECT SCHEDULE OVERVIEW

Designer Procurement is currently underway. Proposals were due March 30, 2023 in time for the April 25, 2023 MSBA Designer Selection Panel (DSP) to review proposals and the May 9, 2023 DSP for interviews. Contract negotiations with the highest ranked design firm are underway and the designer is expected to join the team by mid-May.

Pending review of the Designer's Work Plan, the team currently expects to submit the Preliminary Design Program (PDP) to the MSBA by the end of September and expects to submit the Preferred Schematic Report (PSR) to the MSBA by the end of December 2023. This would put the project on target to submit the Schematic Design Report (SD) to the MSBA at the end of June 2024 in time for the August 2024 MSBA Board of Directors Meeting for approval. The project is currently targeting a December 2024/January 2025 project approval.

V. CONTRACT AMENDMENTS/BUDGET TRANSFERS

No Contract Amendments or Budget Transfers were required during the month of April 2023.

VI. MBE / WBE PARTICIPATION

The team will begin tracking MBE/WBE Workforce Participation Hours once a Designer has joined the Project Team.

VII. COMMUNITY OUTREACH

LeftField is developing a website for the South Shore Tech project that will be used throughout the project to keep the community up to date with the latest information. Approved meeting minutes, agendas, monthly reports, MSBA submissions, presentation materials, and more will be posted to the website.

VIII. ATTACHMENTS

MSBA Online Report Submission, dated April 30, 2023
Total Project Budget Status Report, dated April 30, 2023
Monthly and Cumulative Cash Flow Reports, dated April 30, 2023
Preliminary Project Schedule, dated April 30, 2023

DRAFT

Leftfield, LLC

Jennifer Carlson

Progress Report as of Date 4/30/2023

| | | | |
|---------------------------------|-------------------------------|---|---------------|
| District Name | South Shore Regional Voc Tech | MSBA ID | 202108730605 |
| School Name | So Shore Voc Tech High | Project Name | |
| OPM Firm Name | Leftfield, LLC | School Building Committee Representative | Thomas Hickey |
| Project Director | Jennifer Carlson | Total Project Budget (ProPay) | |
| Designer Firm Name | | Encumbered (Reporting Period) | \$0 |
| Principal | | Encumbered (to Date) | \$180,000 |
| General Contractor Firm Name | | Total Project Invoices Received (to Date) | \$0 |
| General Contractor Contact Name | | Project Completion Percentage | 0% |

OPM

Leftfield, LLC

Progress Report as of Date 4/30/2023

Contract Summary

Payment Summary

| | | | |
|---|-----------|--------------------------------------|-----------|
| Original Contract Amount | \$180,000 | Total Contract Amount | \$180,000 |
| Contract Amendments (to Date) | 0 | Invoices Paid (to Date) | \$0 |
| Value of Contract Amendments (to Date) | \$0 | Invoices Received (Reporting Period) | \$0 |
| Total Contract Amount | \$180,000 | Contract Amount Remaining | \$180,000 |
| Contract Amendments as Percentage of Original Contract Amount | 0.0% | | |

| | |
|-----------------------------------|---|
| OPM Activities (Reporting Period) | Designer Procurement was the focus during the month of April. The Designer RFS was released to the public on March 1, 2023, there was a walkthrough for interested designers held on March 7, 2023, and proposals were due to Leftfield on March 30, 2023. Five firms submitted proposals for consideration including Drummey Rosane Anderson Architects, Kaestle Boos Associates, Lavallee Brensinger Architects, Miller Dyer Spears Architects, and Perkins & Will. The proposals received were reviewed by the Designer Selection Panel (DSP) at their April 25, 2023 meeting and a short list of 3 firms was established. The short listed firms were invited to interview at the May 9, 2023 DSP meeting. At the end of that meeting, DSP members voted to rank the firms with Drummey Rosane Anderson Architects ranked highest. The District is currently pursuing a contract with DRA. The project is currently on target to hit the following milestone dates: - 09/29/23 - Preliminary Design Program (PDP) Submis |
| Project Budget Status | There were no expenditures for the month of April 2023. Please see the Total Project Budget Report dated April 30, 2023 for more detail. |
| MSBA Closeout Status | This project is in Feasibility Study. |
| Potential Issues | There are no issues at this time. |

DESIGNER

Progress Report as of Date 4/30/2023

Contract Summary

Payment Summary

| | |
|---|--------------------------------------|
| Original Contract Amount | Total Contract Amount |
| Contract Amendments (to Date) | Invoices Paid (to Date) |
| Value of Contract Amendments (to Date) | Invoices Received (Reporting Period) |
| Total Contract Amount | Contract Amount Remaining |
| Contract Amendments as Percentage of Original Contract Amount | |

MBE/WBE

Workforce Participation

| | |
|----------------|----------------------------------|
| MBE Percentage | Total Hours |
| MBE Actual | Minority Hours |
| WBE Percentage | Minority Percentage |
| WBE Actual | Minority Workforce Participation |
| | Female Hours |
| | Female Percentage |
| | Female Workforce Participation |

RFIs and Submittals

RFIs Issued (Reporting Period)

Total RFIs Issued (to Date)

Remaining Open RFIs – Past 30 Days

Notes

Remaining Open RFIs – Past 60 Days

Notes

Remaining Open RFIs – Past 90 Days

Notes

Submittals Received (Reporting Period)

Total Submittals Received (to Date)

Submittals Reviewed (Reporting Period)

Total Submittals Reviewed (to Date)

Comments (Remaining Open Submittals)

Phase

Phase Scheduled Completion Date

Designer Activities (Reporting Period)

30 Day Look Ahead

Commissioning Consultant

Commissioning Consultant Status

GENERAL CONTRACTOR

Progress Report as of Date 4/30/2023

Contract Summary

Original Contract Amount (including CM-At-Risk Amendments)

Change Orders (to Date)

Value of Change Orders (to Date)

Total Contract Amount

Procurement Type

Undetermined

Change Orders as Percentage of Original Contract Amount

Pending Change Orders

Change Order Status

MBE/WBE

MBE Percentage

MBE Actual

WBE Percentage

WBE Actual

Payment Summary

Total Contract Amount

Invoices Paid (to Date)

Invoices Received (Reporting Period)

Contract Amount Remaining

Workforce Participation

Total Hours

Minority Hours

Minority Percentage

Minority Workforce Participation

Female Hours

Female Percentage

Female Workforce Participation

Schedule Assessment

Notice to Proceed Date

Physical Progress

Substantial Completion Date (Reported)

Substantial Completion Date (Contract)

Substantial Completion Date (Certificate)

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)

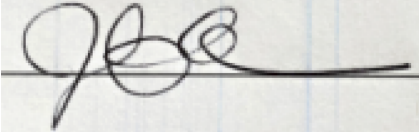
Contractor Closeout Status

Certification

The undersigned hereby certifies that, to the best of his/her knowledge, the information contained in this monthly report and attached hereto are true and accurate.

Project Director/Project Manager

Jen Carlson Print Name

 Signature

05/12/23 Date

Total Project Budget Status Report

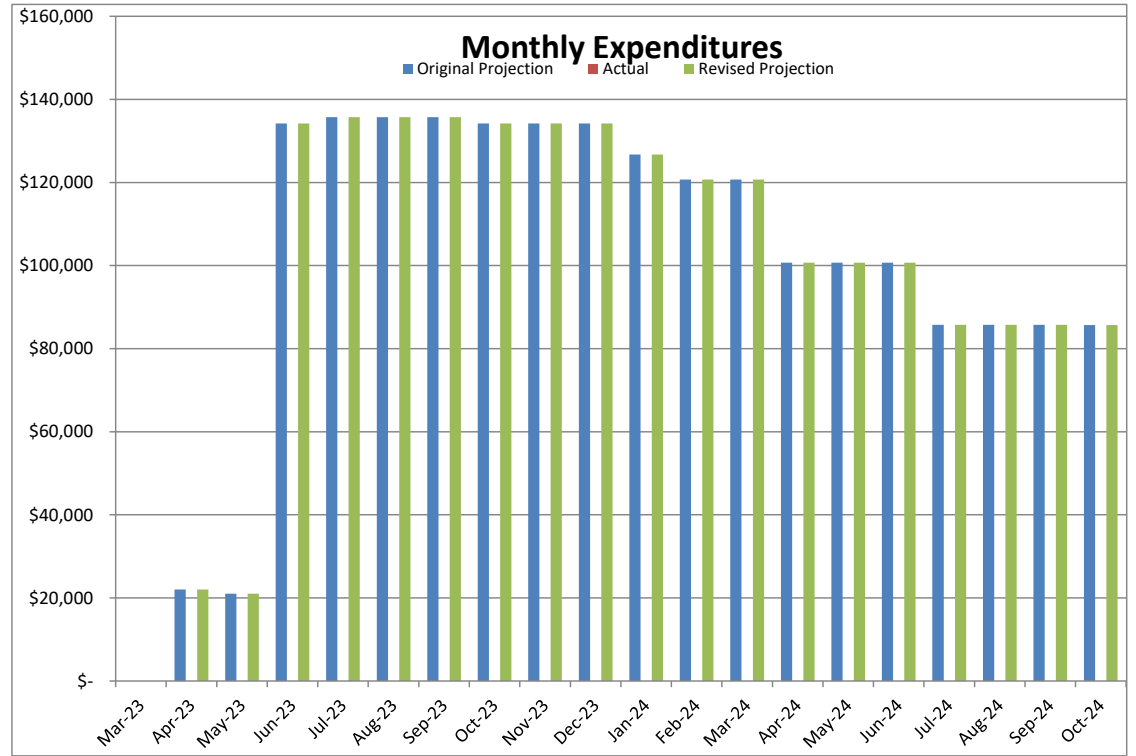
| ProPay Code | Description | Total Project Budget | Authorized Changes | Revised Total Budget | Total Committed | % Cmtd to Date | Actual Spent to Date | % Spent to Date | Balance To Spend | Comments |
|------------------------------------|--|----------------------|--------------------|----------------------|-------------------|----------------|----------------------|-----------------|---------------------|----------|
| FEASIBILITY STUDY AGREEMENT | | | | | | | | | | |
| 0001-0000 | OPM Feasibility Study/Schematic Design | \$ 400,000 | | \$ 400,000 | \$ 180,000 | 45% | \$ - | 0% | \$ 400,000 | |
| 0002-0000 | A&E Feasibility Study/Schematic Design | \$ 1,100,000 | | \$ 1,100,000 | \$ - | 0% | \$ - | 0% | \$ 1,100,000 | |
| 0003-0000 | Environmental & Site | \$ 300,000 | | \$ 300,000 | \$ - | 0% | \$ - | 0% | \$ 300,000 | |
| 0004-0000 | Other | \$ 200,000 | | \$ 200,000 | \$ - | 0% | \$ - | 0% | \$ 200,000 | |
| | SUB-TOTAL | \$ 2,000,000 | \$ - | \$ 2,000,000 | \$ 180,000 | 9% | \$ - | 0% | \$ 2,000,000 | |

South Shore Regional Vocational Technical High School - Hanover, MA

April 30, 2023

Monthly Cash Flow

| Date | Original Projection | Actual | Revised Projection |
|---------------|---------------------|-------------|---------------------|
| Feb-23 | \$ - | \$ - | \$ - |
| Mar-23 | \$ - | \$ - | \$ - |
| Apr-23 | \$ 22,000 | | \$ 22,000 |
| May-23 | \$ 21,000 | | \$ 21,000 |
| Jun-23 | \$ 134,206 | | \$ 134,206 |
| Jul-23 | \$ 135,706 | | \$ 135,706 |
| Aug-23 | \$ 135,706 | | \$ 135,706 |
| Sep-23 | \$ 135,706 | | \$ 135,706 |
| Oct-23 | \$ 134,206 | | \$ 134,206 |
| Nov-23 | \$ 134,206 | | \$ 134,206 |
| Dec-23 | \$ 134,206 | | \$ 134,206 |
| Jan-24 | \$ 126,706 | | \$ 126,706 |
| Feb-24 | \$ 120,706 | | \$ 120,706 |
| Mar-24 | \$ 120,706 | | \$ 120,706 |
| Apr-24 | \$ 100,706 | | \$ 100,706 |
| May-24 | \$ 100,706 | | \$ 100,706 |
| Jun-24 | \$ 100,706 | | \$ 100,706 |
| Jul-24 | \$ 85,706 | | \$ 85,706 |
| Aug-24 | \$ 85,706 | | \$ 85,706 |
| Sep-24 | \$ 85,706 | | \$ 85,706 |
| Oct-24 | \$ 85,704 | | \$ 85,704 |
| Total: | \$ 2,000,000 | \$ - | \$ 2,000,000 |



Cumulative Cash Flow

| Date | Original Projection | Actual Cumulative | Revised Forecast |
|---------------|---------------------|-------------------|---------------------|
| Feb-23 | - | \$ - | \$ - |
| Mar-23 | - | \$ - | \$ - |
| Apr-23 | 22,000 | | \$ 22,000 |
| May-23 | 43,000 | | \$ 43,000 |
| Jun-23 | 177,206 | | \$ 177,206 |
| Jul-23 | 312,912 | | \$ 312,912 |
| Aug-23 | 448,618 | | \$ 448,618 |
| Sep-23 | 584,324 | | \$ 584,324 |
| Oct-23 | 718,530 | | \$ 718,530 |
| Nov-23 | 852,736 | | \$ 852,736 |
| Dec-23 | 986,942 | | \$ 986,942 |
| Jan-24 | 1,113,648 | | \$ 1,113,648 |
| Feb-24 | 1,234,354 | | \$ 1,234,354 |
| Mar-24 | 1,355,060 | | \$ 1,355,060 |
| Apr-24 | 1,455,766 | | \$ 1,455,766 |
| May-24 | 1,556,472 | | \$ 1,556,472 |
| Jun-24 | 1,657,178 | | \$ 1,657,178 |
| Jul-24 | 1,742,884 | | \$ 1,742,884 |
| Aug-24 | 1,828,590 | | \$ 1,828,590 |
| Sep-24 | 1,914,296 | | \$ 1,914,296 |
| Oct-24 | 2,000,000 | | \$ 2,000,000 |
| Total: | \$ 2,000,000 | \$ - | \$ 2,000,000 |

