

SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Hanover, MA



OPM Monthly Project Update Report

July 2023

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

During the month of July, the Project Team focused on existing conditions investigations, updating plans with programmatic uses, developing the Educational Plan, and mapping out the work plan.

The MSBA and Project Team held their kick off meeting on July 18th. The kick off was attended by LeftField, DRA, and key members of the District including Superintendent Hickey.

Educational Visioning Workshops continued in July. Workshops were well attended by parents, teachers, and staff and were led by Educational Planner New Vista. The group that attended the workshops covered topics ranging from the hopes and goals of the project, to strengths and challenges of the existing building, to favored design patterns and programmatic adjacencies. In addition to the three workshops held, one community forum was held which was recorded and posted to the project website.

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

- 10/05/23 - Preliminary Design Program (PDP) Submission due to MSBA for staff review
- 12/28/23 - Preferred Schematic Report (PSR) due to MSBA
- 2/28/24 - MSBA Board of Directors Meeting to approve PSR
- 6/27/24 - Schematic Design (SD) Report to be submitted to MSBA
- 8/28/24 - MSBA Board of Directors Meeting for Project Scope & Budget
- District Vote: Winter 2024/2025

I. TASKS COMPLETED THROUGH JULY 2023

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

| | |
|----------|---|
| 07/10/23 | Existing Conditions Site Visits Begin |
| 07/11/23 | Weekly Project Team Meeting |
| 07/11/23 | Educational Visioning Workshop #2 |
| 07/12/23 | OPM Monthly Report provided to District and submitted to MSBA |
| 07/13/23 | Educational Visioning Community Forum |
| 07/18/23 | Weekly Project Team Meeting |
| 07/18/23 | MSBA Kick Off Meeting |
| 07/18/23 | Educational Visioning Workshop #3 |
| 07/25/23 | Weekly Project Team Meeting |
| 07/31/23 | Meeting to discuss enrollment and program |

II. TASKS PLANNED FOR AUGUST 2023

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

| | |
|----------|---|
| 08/01/23 | Weekly Project Team Meeting |
| 08/02/23 | Weekly Working Group Meeting |
| 08/09/23 | SBC Meeting #3 |
| 08/11/23 | OPM Monthly Report provided to District and submitted to MSBA |
| 08/15/23 | Weekly Project Team Meeting |
| 08/16/23 | Weekly Working Group Meeting |
| 08/22/23 | Weekly Project Team Meeting |
| 08/23/23 | Weekly Working Group Meeting |
| 08/29/23 | Weekly Project Team Meeting |
| 08/30/23 | Weekly Working Group Meeting |

III. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$140,500.00 this month, which consisted of OPM fees related to the Designer Procurement Phase services for the Feasibility Study.

During the month of July, Drummey Rosane Anderson's (DRA) Contract Amendment #1 was received. It was reviewed and approved by the School Building Committee (SBC) at their August 9, 2023 meeting and included in the July 31, 2023 Total Project Budget update.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated July 31, 2023.

IV. PROJECT SCHEDULE OVERVIEW

The Project is on track to hit the following key milestones:

- 10/05/23 - Preliminary Design Program (PDP) Submission due to MSBA for staff review
- 12/28/23 - Preferred Schematic Report (PSR) due to MSBA
- 2/28/24 - MSBA Board of Directors Meeting to approve PSR
- 6/27/24 - Schematic Design (SD) Report to be submitted to MSBA
- 8/28/24 - MSBA Board of Directors Meeting for Project Scope & Budget
- District Vote: Winter 2024/2025
-

Please see attached updated Preliminary Project Schedule for more information.

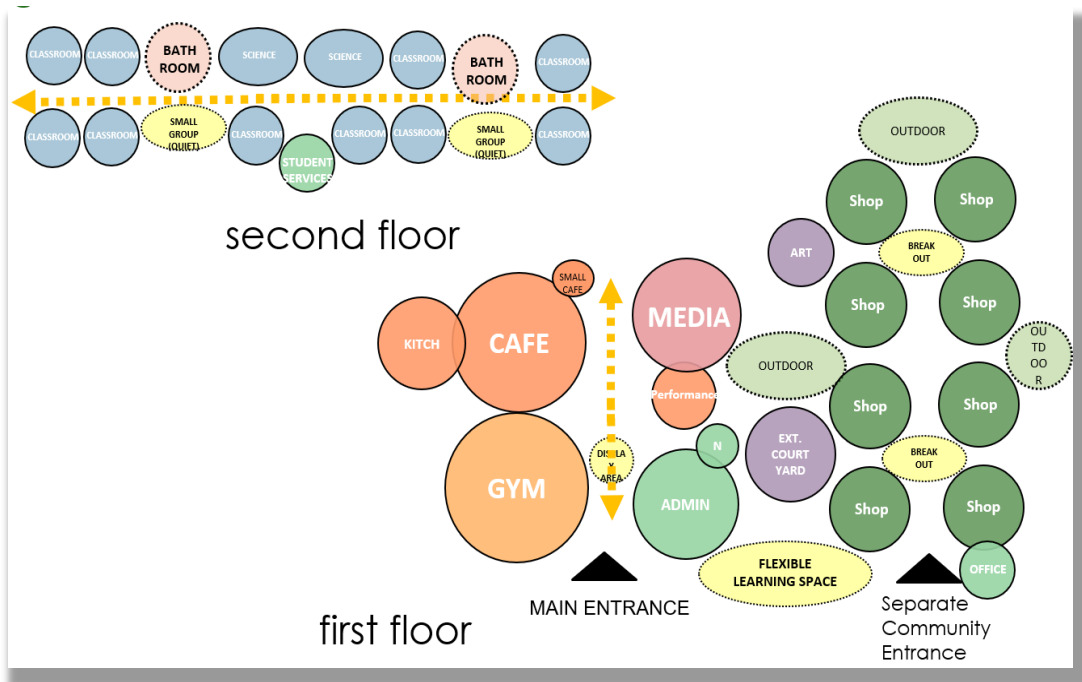


Diagram showing important programmatic adjacencies based on Educational Visioning Workshops conducted by the Educational Planning consultant

V. CONTRACT AMENDMENTS/BUDGET TRANSFERS

During the month of July, Drummey Rosane Anderson's (DRA) Contract Amendment #1 was received. It was reviewed and approved by the School Building Committee (SBC) at their August 9, 2023 meeting and included in the July 31, 2023 Total Project Budget update.

Designer Contract Amendment #1 totaled \$43,670.00 and includes scope for Preliminary Geotech Study, Environmental Site Assessment, Wetlands Flagging, and Topographic Survey. Amendment #1 will be funded by a transfer from the Environmental and Site line item. A Budget Revision Request is being circulated for signature.

VI. WORKFORCE PARTICIPATION

The Designer will submit their first Workforce Participation Hours spreadsheet at the end of August.

VII. COMMUNITY OUTREACH

During the month of July, the South Shore Tech project website created by LeftField went live. That website 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 July 31, 2023
Total Project Budget Status Report, dated July 31, 2023
Monthly and Cumulative Cash Flow Reports, dated July 31, 2023
Invoice Summary Memo Packet, dated July 31, 2023
Preliminary Project Schedule, dated July 11, 2023

DRAFT

Leftfield, LLC

Jennifer Carlson

Progress Report as of Date 7/31/2023

| | | | |
|---------------------------------|-------------------------------|---|---------------|
| 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) | \$2,000,000 |
| Designer Firm Name | Drummey Rosane Anderson, Inc. | Encumbered (Reporting Period) | \$43,670 |
| Principal | Carl R Franceschi | Encumbered (to Date) | \$1,443,670 |
| General Contractor Firm Name | | Total Project Invoices Received (to Date) | \$164,500 |
| General Contractor Contact Name | | Project Completion Percentage | 8% |

OPM

Leftfield, LLC

Progress Report as of Date 7/31/2023

Contract Summary

Payment Summary

| | | | |
|---|-----------|--------------------------------------|-----------|
| Original Contract Amount | \$180,000 | Total Contract Amount | \$400,000 |
| Contract Amendments (to Date) | 1 | Invoices Paid (to Date) | \$82,000 |
| Value of Contract Amendments (to Date) | \$220,000 | Invoices Received (Reporting Period) | \$58,000 |
| Total Contract Amount | \$400,000 | Contract Amount Remaining | \$260,000 |
| Contract Amendments as Percentage of Original Contract Amount | 122.2% | | |

OPM Activities (Reporting Period) During the month of July, the Project Team focused on existing conditions investigations, updating plans with programmatic uses, developing the Educational Plan, and mapping out the work plan. The MSBA and Project Team held their kick off meeting on July 18th. The kick off was attended by LeftField, DRA, and key members of the District including Superintendent Hickey. Educational Visioning Workshops continued in July. Workshops were well attended by parents, teachers, and staff and were led by Educational Planner New Vista. The group that attended the workshops covered topics ranging from the hopes and goals of the project, to strengths and challenges of the existing building, to favored design patterns and programmatic adjacencies. In addition to the three workshops held, one community forum was held which was recorded and posted to the project website.

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

- I. 07/10/23 Existing Conditions Site Visits Begin 07/11/23 We

Expenditures against the budget totaled \$140,500.00 this month, which consisted of OPM fees related to the Designer Procurement Phase services for the Feasibility Study.

Project Budget Status During the month of July, Drummey Rosane Anderson's (DRA) Contract Amendment #1 was received. It was reviewed and approved by the School Building Committee (SBC) at their August 9, 2023 meeting and included in the July 31, 2023 Total Project Budget update.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated July 31, 2023.

MSBA Closeout Status This project is currently in Feasibility Study.

Potential Issues There are no potential issues identified at this time.

DESIGNER

Drummey Rosane Anderson, Inc.

Progress Report as of Date 7/31/2023

Contract Summary

Payment Summary

| | | | |
|---|-------------|--------------------------------------|-------------|
| Original Contract Amount | \$1,000,000 | Total Contract Amount | \$1,043,670 |
| Contract Amendments (to Date) | 1 | Invoices Paid (to Date) | \$82,500 |
| Value of Contract Amendments (to Date) | \$43,670 | Invoices Received (Reporting Period) | \$82,500 |
| Total Contract Amount | \$1,043,670 | Contract Amount Remaining | \$878,670 |
| Contract Amendments as Percentage of Original Contract Amount | 4.4% | | |

MBE/WBE

Workforce Participation

| | | | |
|----------------|-------|----------------------------------|------|
| MBE Percentage | 6.6% | Total Hours | 0 |
| MBE Actual | 6.7% | Minority Hours | 0 |
| WBE Percentage | 15.0% | Minority Percentage | 0.0% |
| WBE Actual | 15.0% | Minority Workforce Participation | 0.0% |
| | | Female Hours | 0 |
| | | Female Percentage | 0.0% |
| | | Female Workforce Participation | 0.0% |

RFIs and Submittals

| | |
|--|---|
| RFIs Issued (Reporting Period) | 0 |
| Total RFIs Issued (to Date) | 0 |
| 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) | 0 |
| Total Submittals Received (to Date) | 0 |
| Submittals Reviewed (Reporting Period) | 0 |
| Total Submittals Reviewed (to Date) | 0 |
| Comments (Remaining Open Submittals) | |

| | | | |
|--|---|---------------------------------|-----------|
| Phase | Feasibility Study | Phase Scheduled Completion Date | 2/28/2024 |
| Designer Activities (Reporting Period) | <p>The following tasks were completed in the month of July 2023:</p> <p>I. 07/10/23 Existing Conditions Site Visits Begin 07/11/23 Weekly Project Team Meeting 07/11/23 Educational Visioning Workshop #2 II. 07/12/23 OPM Monthly Report provided to District and submitted to MSBA III. 07/13/23 Educational Visioning Community Forum IV. 07/18/23 Weekly Project Team Meeting V. 07/18/23 MSBA Kick Off Meeting VI. 07/18/23 Educational Visioning Workshop #3 VII. 07/25/23 Weekly Project Team Meeting VIII. 07/31/23 Meeting to discuss enrollment and program</p> <p>The following tasks are planned for the month of August 2023:</p> <p>08/01/23 Weekly Project Team Meeting 08/02/23 Weekly Working Group Meeting 08/09/23 SBC Meeting #3 IX. 08/11/23 OPM Monthly Report provided to District and submitted to MSBA X. 08/15/23 Weekly Project Team Meeting XI. 08/16/23 Weekly Working Group Meeting XII. 08/22/23 Weekly Project Team Meeting XIII. 08/23/23 Weekly Working Group Meeting XIV. 08/29/23 Weekly Project Team Meeting XV. 08/30/23 Weekly Working Group Meeting</p> | | |
| 30 Day Look Ahead | | | |
| Commissioning Consultant | Not yet assigned. | | |
| Commissioning Consultant Status | Not yet assigned. | | |

GENERAL CONTRACTOR

Progress Report as of Date 7/31/2023

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 | |

Payment Summary

| |
|--------------------------------------|
| Total Contract Amount |
| Invoices Paid (to Date) |
| Invoices Received (Reporting Period) |
| Contract Amount Remaining |

MBE/WBE

| |
|----------------|
| MBE Percentage |
| MBE Actual |
| WBE Percentage |
| WBE Actual |

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)

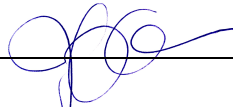
Contractor Closeout Status

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

August 11, 2023 _____ Date

South Shore Regional Vocational Technical High School - Hanover, MA

July 31, 2023

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 | \$ 400,000 | 100% | \$ 82,000 | 21% | \$ 318,000 | |
| 0002-0000 | A&E Feasibility Study/Schematic Design | \$ 1,100,000 | \$ 43,670 | \$ 1,143,670 | \$ 1,043,670 | 91% | \$ 82,500 | 7% | \$ 1,061,170 | 1 |
| 0003-0000 | Environmental & Site | \$ 300,000 | \$ (43,670) | \$ 256,330 | \$ - | 0% | \$ - | 0% | \$ 256,330 | 1 |
| 0004-0000 | Other | \$ 200,000 | | \$ 200,000 | \$ - | 0% | \$ - | 0% | \$ 200,000 | |
| | SUB-TOTAL | \$ 2,000,000 | \$ - | \$ 2,000,000 | \$ 1,443,670 | 72% | \$ 164,500 | 8% | \$ 1,835,500 | |

| | | | | | | | | | |
|-----------------------------|---------------------|-------------|---------------------|---------------------|------------|-------------------|-----------|---------------------|--|
| TOTAL PROJECT BUDGET | \$ 2,000,000 | \$ - | \$ 2,000,000 | \$ 1,443,670 | 72% | \$ 164,500 | 8% | \$ 1,835,500 | |
|-----------------------------|---------------------|-------------|---------------------|---------------------|------------|-------------------|-----------|---------------------|--|

| FUNDING SOURCES | | Max w/ Conting. | Max w/o Conting. | Project Budget | Scope Items Excluded | Contingencies | Basis of Total Facilities Grant | Reimbursement Rate |
|---------------------|---------------------|---------------------|------------------|----------------|----------------------|---------------|---------------------------------|--------------------|
| Maximum State Share | \$ 1,112,600 | \$ 1,112,600 | | | | | | |
| Local Share | \$ 887,400 | \$ 887,400 | | | | | | |
| SUB-TOTAL | \$ 2,000,000 | \$ 2,000,000 | | \$ 2,000,000 | \$ - | \$ - | \$ 2,000,000 | 55.63% |

Feasibility Study Agreement Budget Transfers:

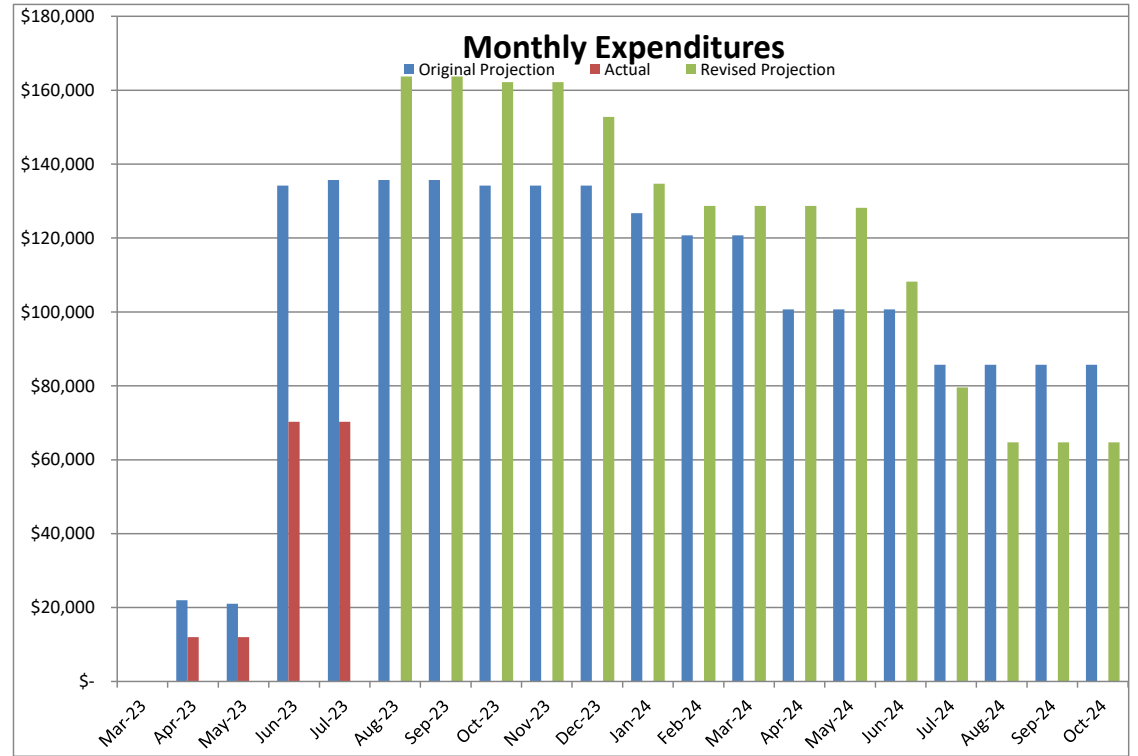
FSA BRR 01 8/9/2023 Transfer \$43,670 from Other Contignecy to A/E Feasibility Study/Schematic Design to fund Designer Amendment #1

South Shore Regional Vocational Technical High School - Hanover, MA

July 31, 2023

Monthly Cash Flow

| Date | Original Projection | Actual | Revised Projection |
|---------------|---------------------|-------------------|---------------------|
| Feb-23 | \$ - | \$ - | \$ - |
| Mar-23 | \$ - | \$ - | \$ - |
| Apr-23 | \$ 22,000 | \$ 12,000 | |
| May-23 | \$ 21,000 | \$ 12,000 | |
| Jun-23 | \$ 134,206 | \$ 70,250 | |
| Jul-23 | \$ 135,706 | \$ 70,250 | |
| Aug-23 | \$ 135,706 | | \$ 163,706 |
| Sep-23 | \$ 135,706 | | \$ 163,706 |
| Oct-23 | \$ 134,206 | | \$ 162,206 |
| Nov-23 | \$ 134,206 | | \$ 162,206 |
| Dec-23 | \$ 134,206 | | \$ 152,788 |
| Jan-24 | \$ 126,706 | | \$ 134,706 |
| Feb-24 | \$ 120,706 | | \$ 128,706 |
| Mar-24 | \$ 120,706 | | \$ 128,706 |
| Apr-24 | \$ 100,706 | | \$ 128,706 |
| May-24 | \$ 100,706 | | \$ 128,206 |
| Jun-24 | \$ 100,706 | | \$ 108,206 |
| Jul-24 | \$ 85,706 | | \$ 79,536 |
| Aug-24 | \$ 85,706 | | \$ 64,706 |
| Sep-24 | \$ 85,706 | | \$ 64,706 |
| Oct-24 | \$ 85,704 | | \$ 64,704 |
| Total: | \$ 2,000,000 | \$ 164,500 | \$ 2,000,000 |

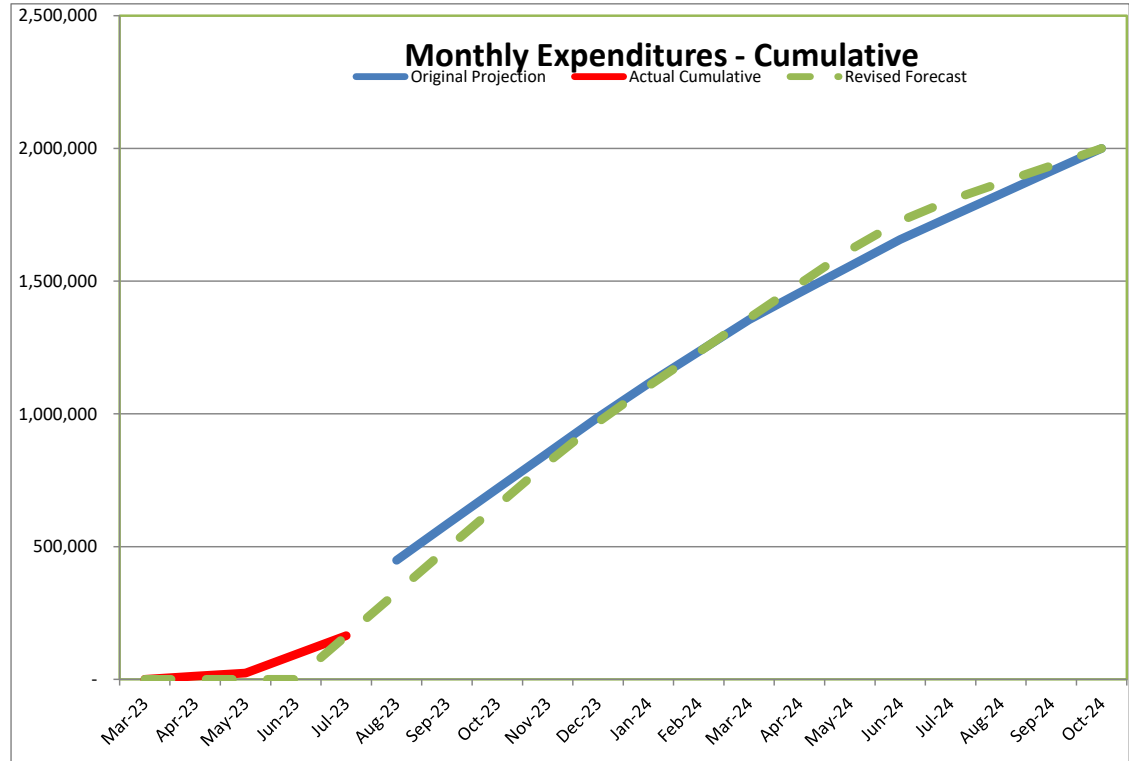


South Shore Regional Vocational Technical High School - Hanover, MA

July 31, 2023

Cumulative Cash Flow

| Date | Original Projection | Actual Cumulative | Revised Forecast |
|---------------|---------------------|-------------------|---------------------|
| Feb-23 | - | \$ - | \$ - |
| Mar-23 | - | \$ - | \$ - |
| Apr-23 | | \$ 12,000 | \$ - |
| May-23 | | \$ 24,000 | \$ - |
| Jun-23 | | \$ 94,250 | \$ - |
| Jul-23 | | \$ 164,500 | \$ 164,500 |
| Aug-23 | 448,618 | | \$ 328,206 |
| Sep-23 | 584,324 | | \$ 491,912 |
| Oct-23 | 718,530 | | \$ 654,118 |
| Nov-23 | 852,736 | | \$ 816,324 |
| Dec-23 | 986,942 | | \$ 969,112 |
| Jan-24 | 1,113,648 | | \$ 1,103,818 |
| Feb-24 | 1,234,354 | | \$ 1,232,524 |
| Mar-24 | 1,355,060 | | \$ 1,361,230 |
| Apr-24 | 1,455,766 | | \$ 1,489,936 |
| May-24 | 1,556,472 | | \$ 1,618,142 |
| Jun-24 | 1,657,178 | | \$ 1,726,348 |
| Jul-24 | 1,742,884 | | \$ 1,805,884 |
| Aug-24 | 1,828,590 | | \$ 1,870,590 |
| Sep-24 | 1,914,296 | | \$ 1,935,296 |
| Oct-24 | 2,000,000 | | \$ 2,000,000 |
| Total: | \$ 2,000,000 | \$ 164,500 | \$ 2,000,000 |



MEMORANDUM

To: South Shore Tech School Building Committee
 From: Jen Carlson, LeftField, LLC
 Date: August 9, 2023
 Re: South Shore Regional Vocational Technical HS Project – July 2023 Invoice Summary
 Cc: Jim Rogers, Lynn Stapleton, Linda Liporto, Adele Sands LeftField, LLC

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

| INVOICES | | | | | | |
|-------------|--------------|----------------|-----------|---|---|---------------------|
| ProPay Code | Invoice Date | Vendor | Invoice # | Budget Category | Description of Services | Invoice \$ |
| 0001-0000 | 06/30/23 | LeftField, LLC | 3 | OPM – Feasibility Study/ Schematic Design | OPM Feasibility Study Services June 1-June 30, 2023 | \$29,000.00 |
| 0001-0000 | 07/31/23 | LeftField, LLC | 4 | OPM – Feasibility Study/ Schematic Design | OPM Feasibility Study Services July 1- July 31, 2023 | \$29,000.00 |
| 0002-0000 | 08/03/23 | DRA | 1 | A/E - Feasibility Study/ Schematic Design | A/E Feasibility Study Services June 1 - July 31, 2023 | \$82,500.00 |
| | | | | | TOTAL: | \$140,500.00 |

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 July 2023 OPM Monthly Report will be electronically submitted to the MSBA and to the School Building Committee and South Shore Tech School District by the required August 12, 2023 deadline. All invoices above will be included in the July 2023 Project Budget Report unless rejected by the School Building Committee.

If you have any questions, please feel free to contact Jen Carlson, Owner's Project Manager, LeftField, LLC.



Mr. Thomas Hickey
 Superintendent
 South Shore Regional Vocational School District
 476 Webster Street
 Hanover, MA 02339

Invoice Date: 6/30/23
 Invoice No: 3

FOR: Project Management Services
 South Shore Regional Vocational Technical High School
 476 Webster Street, Hanover, MA 02339

Professional Services from June 1 to June 30, 2023

| OPM Services | | Amount |
|---------------------|--|---------------------|
| 6/30/2023 | Feasibility Study/Schematic Design Services: | \$ 29,000.00 |
| Total Labor: | | \$ 29,000.00 |

| Reimbursable Expenses | | Amount |
|---------------------------------|--|---------------|
| Reimbursables 6/01/23 - 6/30/23 | | \$0.00 |
| Total Expenses: | | \$0.00 |

Total this Invoice: \$ 29,000.00

| Contract Status | Budget | Previous | Current | Total To Date | Balance |
|--|------------------|-----------------|-----------------|-----------------|------------------|
| Feasibility Study/Schematic Design Phase | \$400,000 | \$24,000 | \$29,000 | \$53,000 | \$347,000 |
| Design Development Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Construction Documents Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Bid Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Construction Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Closeout Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| OPM Services Total: | \$400,000 | \$24,000 | \$29,000 | \$53,000 | \$347,000 |
| Reimbursable Expenses Total: | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total Contract: | \$400,000 | \$24,000 | \$29,000 | \$53,000 | \$347,000 |

Please Remit Payment To:
 LeftField, LLC
 P.O. Box 307
 Hingham, MA 02043



Mr. Thomas Hickey
 Superintendent
 South Shore Regional Vocational School District
 476 Webster Street
 Hanover, MA 02339

Invoice Date: 7/31/23
 Invoice No: 4

FOR: Project Management Services
 South Shore Regional Vocational Technical High School
 476 Webster Street, Hanover, MA 02339

Professional Services from June 1 to June 30, 2023

| OPM Services | | Amount |
|---------------------|--|---------------------|
| 7/31/2023 | Feasibility Study/Schematic Design Services: | \$ 29,000.00 |
| Total Labor: | | \$ 29,000.00 |

| Reimbursable Expenses | | Amount |
|---------------------------------|--|---------------|
| Reimbursables 7/01/23 - 7/31/23 | | \$0.00 |
| Total Expenses: | | \$0.00 |

Total this Invoice: \$ 29,000.00

| Contract Status | Budget | Previous | Current | Total To Date | Balance |
|--|------------------|-----------------|-----------------|-----------------|------------------|
| Feasibility Study/Schematic Design Phase | \$400,000 | \$53,000 | \$29,000 | \$82,000 | \$318,000 |
| Design Development Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Construction Documents Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Bid Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Construction Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| Closeout Phase | \$0 | \$0 | \$0 | \$0 | \$0 |
| OPM Services Total: | \$400,000 | \$53,000 | \$29,000 | \$82,000 | \$318,000 |
| Reimbursable Expenses Total: | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total Contract: | \$400,000 | \$53,000 | \$29,000 | \$82,000 | \$318,000 |

Please Remit Payment To:
 LeftField, LLC
 P.O. Box 307
 Hingham, MA 02043

Invoice

South Shore Regional Vocational Technical School District
 476 Webster Street
 Hanover, MA 02339

August 03, 2023
 Project No: 23010.00
 Invoice No: 0000001

Project-South Shore Regional Vocational High School

Professional Services from July 01, 2023 to July 31, 2023

Fee

| Billing Phase | Fee | Percent Complete | Earned |
|-------------------|------------------|---------------------------|--------------------|
| Feasibility Study | 550,000.00 | 15.00 | 82,500.00 |
| Schematic Design | 450,000.00 | 0.00 | 0.00 |
| Total Fee | 1,000,000.00 | | 82,500.00 |
| | | Previous Fee Billing | 0.00 |
| | | Current Fee Billing | 82,500.00 |
| | Total Fee | | 82,500.00 |
| | | Total this Invoice | \$82,500.00 |

If you have any questions regarding this invoice, please contact Judy Gill at 617-964-1700 or e-mail gill@draws.com.

cc: jcarlson@leftfieldpm.com

SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Preliminary Project Schedule

7/11/2023

| Task Name | Duration (days) | Start | Finish |
|--|-----------------|----------------------------------|-------------------------------------|
| Procure OPM [MOD 2] | 34 | Thursday, January 5, 2023 | Tuesday, February 7, 2023 |
| OPM interviews | 1 | Thursday, January 5, 2023 | Thursday, January 5, 2023 |
| OPM fee review & approval | 33 | Friday, January 6, 2023 | Tuesday, February 7, 2023 |
| MSBA OPM meeting approval | 1 | Monday, February 6, 2023 | Monday, February 6, 2023 |
| MSBA OPM letter issued | 1 | Tuesday, February 7, 2023 | Tuesday, February 7, 2023 |
| OPM contract executed | 1 | Tuesday, February 7, 2023 | Tuesday, February 7, 2023 |
| Procure Architect [MOD 2] | 115 | Tuesday, February 7, 2023 | Thursday, June 1, 2023 |
| Committee reviews & approves issuance RFS to the MSBA | 1 | Tuesday, February 7, 2023 | Tuesday, February 7, 2023 |
| LF issues RFS to the MSBA | 1 | Wednesday, February 8, 2023 | Wednesday, February 8, 2023 |
| MSBA-RFS review period | 14 | Wednesday, February 8, 2023 | Tuesday, February 21, 2023 |
| Finalize RFS with MSBA/BC | 1 | Tuesday, February 28, 2023 | Tuesday, February 28, 2023 |
| Ad submitted in Central Register & local newspaper | 1 | Thursday, February 23, 2023 | Thursday, February 23, 2023 |
| Select 3 members for DSP team / Assign DSP subcommittee | 1 | Tuesday, February 7, 2023 | Tuesday, February 7, 2023 |
| Ad appears in Central Register | 1 | Wednesday, March 1, 2023 | Wednesday, March 1, 2023 |
| On-Site RFS briefing | 1 | Tuesday, March 7, 2023 | Tuesday, March 7, 2023 |
| Receive RFS designer submissions | 1 | Thursday, March 30, 2023 | Thursday, March 30, 2023 |
| Review RFS & check references | 13 | Thursday, March 30, 2023 | Tuesday, April 11, 2023 |
| Submit initial RFS packets to the MSBA DSP | 1 | Tuesday, April 11, 2023 | Tuesday, April 11, 2023 |
| Submit reference check data to the MSBA DSP [MSBA deadline] | 1 | Tuesday, April 18, 2023 | Tuesday, April 18, 2023 |
| Designer Selection Panel Dry Run | 1 | Monday, April 24, 2023 | Monday, April 24, 2023 |
| Attend MSBA 1st DSP Meeting [assume rank and interview option is selected] | 1 | Tuesday, April 25, 2023 | Tuesday, April 25, 2023 |
| Attend MSBA 2nd DSP Meeting for Interviews | 1 | Tuesday, May 9, 2023 | Tuesday, May 9, 2023 |
| MSBA DSP issues official ranking and letter Re: Top Ranked Design Firm | 1 | Wednesday, May 10, 2023 | Wednesday, May 10, 2023 |
| Negotiate Designer Fee | 17 | Wednesday, May 10, 2023 | Friday, May 26, 2023 |
| Present designer contact to Building Committee | 1 | Friday, May 26, 2023 | Friday, May 26, 2023 |
| Designer contract - review by BC | 7 | Friday, May 26, 2023 | Thursday, June 1, 2023 |
| Designer contract - approval by BC | 1 | Thursday, June 1, 2023 | Thursday, June 1, 2023 |
| Execute Designer contact | 1 | Thursday, June 1, 2023 | Thursday, June 1, 2023 |
| Develop schedule/work plan | 41 | Thursday, June 1, 2023 | Tuesday, July 11, 2023 |
| BC approves work plan | 1 | Thursday, August 3, 2023 | Thursday, August 3, 2023 |
| MSBA/District kick off meeting | 1 | Tuesday, July 18, 2023 | Tuesday, July 18, 2023 |
| FEASIBILITY STUDY [MOD 3] | 273 | Wednesday, May 31, 2023 | Wednesday, February 28, 2024 |
| Preliminary Design Program (PDP) | 156 | Wednesday, May 31, 2023 | Friday, November 3, 2023 |
| Educational Programming | 91 | Wednesday, May 31, 2023 | Tuesday, August 29, 2023 |
| Ed. Visioning kick off meeting | 1 | Wednesday, May 31, 2023 | Wednesday, May 31, 2023 |
| Educational Visioning Group Workshop #1 | 1 | Tuesday, June 20, 2023 | Tuesday, June 20, 2023 |
| Educational Visioning Group Workshop #2 | 1 | Tuesday, July 11, 2023 | Tuesday, July 11, 2023 |
| Educational Visioning Public Forum | 1 | Thursday, July 13, 2023 | Thursday, July 13, 2023 |
| Educational Visioning Group Workshop #3 | 1 | Tuesday, July 18, 2023 | Tuesday, July 18, 2023 |
| Teachers Workshop | 1 | Tuesday, August 29, 2023 | Tuesday, August 29, 2023 |
| EDUCATIONAL PLAN; Ed plan statement of teaching philosophy, methods and goals. | 114 | Wednesday, May 31, 2023 | Thursday, September 21, 2023 |
| Initial space summary ("ISS") | 18 | Tuesday, August 29, 2023 | Friday, September 15, 2023 |
| Evaluation of existing conditions | 40 | Monday, June 19, 2023 | Friday, July 28, 2023 |
| Meetings | 269 | Tuesday, February 7, 2023 | Thursday, November 2, 2023 |
| SBC #1 OPM Kickoff | 1 | Tuesday, February 7, 2023 | Tuesday, February 7, 2023 |
| SBC #2 Designer Selection Process | 1 | Thursday, June 1, 2023 | Thursday, June 1, 2023 |

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| SBC #3 | 1 | Thursday, August 3, 2023 | Thursday, August 3, 2023 |
| SBC #4 | 1 | Thursday, September 7, 2023 | Thursday, September 7, 2023 |
| SBC #5 PDP Approval | 1 | Thursday, September 28, 2023 | Thursday, September 28, 2023 |
| SBC #6 | 1 | Thursday, October 19, 2023 | Thursday, October 19, 2023 |
| SBC #7 | 1 | Thursday, November 2, 2023 | Thursday, November 2, 2023 |
| ** Submit PDP to the MSBA ** | 1 | Friday, September 29, 2023 | Friday, September 29, 2023 |
| MSBA PDP Review | 22 | Friday, September 29, 2023 | Friday, October 20, 2023 |
| Receive MSBA PDP comments | 1 | Friday, October 20, 2023 | Friday, October 20, 2023 |
| District returns responses to MSBD PDP comments | 1 | Friday, November 3, 2023 | Friday, November 3, 2023 |
| Preferred Schematic Report (PSR) | 150 | Monday, October 2, 2023 | Wednesday, February 28, 2024 |
| Prepare and Submit Project Notification to Mass Historical Commission and Receive MHC Response | 37 | Thursday, November 2, 2023 | Friday, December 8, 2023 |
| SBC Vote to Submit PSR | 1 | Thursday, December 14, 2023 | Thursday, December 14, 2023 |
| *** Submit PSR to the MSBA *** | 1 | Monday, December 18, 2023 | Monday, December 18, 2023 |
| MSBA Review Period | 1 | Monday, January 8, 2024 | Monday, January 8, 2024 |
| Respond to MSBA PSR review comments | 1 | Monday, January 22, 2024 | Monday, January 22, 2024 |
| MSBA Facilities Assessment Committee (FAS) review (1/18 or 2/1) | 15 | Thursday, January 18, 2024 | Thursday, February 1, 2024 |
| Respond to MSBA FAS Comments | 8 | Friday, February 2, 2024 | Friday, February 9, 2024 |
| ★★MSBA BOD Mtg - PSR - Proceed to Schematic★★ (TBD - 2024 dates not released) | 1 | Wednesday, February 28, 2024 | Wednesday, February 28, 2024 |
| Schematic Design [MOD 4] | 205 | Wednesday, June 5, 2024 | Thursday, December 26, 2024 |
| DESE submittal (confirm submittal date with MSBA) | 22 | Wednesday, June 5, 2024 | Wednesday, June 26, 2024 |
| MSBA Review of DESE Submittal | 22 | Thursday, June 27, 2024 | Thursday, July 18, 2024 |
| DESE Review and Approval | 22 | Friday, July 19, 2024 | Friday, August 9, 2024 |
| Schematic Design Submittal | 120 | Wednesday, February 28, 2024 | Wednesday, June 26, 2024 |
| SD Cost Estimates and Reconciliation | 29 | Friday, May 10, 2024 | Friday, June 7, 2024 |
| MSBA and Bond Counsel to Review Vote Language | 15 | Monday, June 3, 2024 | Monday, June 17, 2024 |
| SBC Vote to Approve SD Submission to MSBA | 1 | Monday, June 24, 2024 | Monday, June 24, 2024 |
| MSBA Schematic Design Notification | 1 | Tuesday, June 11, 2024 | Tuesday, June 11, 2024 |
| ** Schematic Submitted to the MSBA ** | 1 | Tuesday, June 25, 2024 | Tuesday, June 25, 2024 |
| MSBA Project Scope and Budget meeting (TBD - 2024 dates not released) | 15 | Thursday, July 18, 2024 | Thursday, August 1, 2024 |
| MSBA Review Comments Issued | 22 | Wednesday, June 26, 2024 | Wednesday, July 17, 2024 |
| Respond to MSBA Comments | 15 | Thursday, July 18, 2024 | Thursday, August 1, 2024 |
| ★★MSBA BOD Meeting - SD Approval★★ (TBD - 2024 dates not released) | 1 | Wednesday, August 28, 2024 | Wednesday, August 28, 2024 |
| 120-day duration to secure funding authorization | 121 | Wednesday, August 28, 2024 | Thursday, December 26, 2024 |
| District executes PSBA | 8 | Friday, August 2, 2024 | Friday, August 9, 2024 |
| ★★District Wide Ballot OR 9 Town Approvals★★ (exact date or dates TBD) | 26 | Sunday, December 1, 2024 | Thursday, December 26, 2024 |
| ★★Execute PFA★★ | 1 | Thursday, December 26, 2024 | Thursday, December 26, 2024 |
| CM PROCUREMENT [applicable if committee decides to utilize CM-R methodology] | 165 | Thursday, November 2, 2023 | Monday, April 15, 2024 |
| SBC Approves Use of CM at Risk Delivery & Selection Committee | 1 | Thursday, November 2, 2023 | Thursday, November 2, 2023 |
| Prequalification Committee is formed (PQC) | 1 | Thursday, December 14, 2023 | Thursday, December 14, 2023 |
| Selection Committee is formed (SC) | 1 | Thursday, December 14, 2023 | Thursday, December 14, 2023 |
| CM at Risk Application & Submit to OIG (If Applicable) | 1 | Monday, November 20, 2023 | Monday, November 20, 2023 |
| Office of Inspector General Review & Approval | 1 | Monday, December 18, 2023 | Monday, December 18, 2023 |
| CM at Risk RFQ Issued | 1 | Monday, January 15, 2024 | Monday, January 15, 2024 |
| CM at Risk SOOs Due | 1 | Monday, February 12, 2024 | Monday, February 12, 2024 |
| CM at Risk RFP Issued | 1 | Monday, February 26, 2024 | Monday, February 26, 2024 |
| CM at Risk Proposals Due | 1 | Monday, March 18, 2024 | Monday, March 18, 2024 |
| CM at Risk Interviews (notify CMs that all will be interviewed on this date in RFP) | 1 | Monday, April 1, 2024 | Monday, April 1, 2024 |
| CM at Risk Award / Notice to Proceed | 1 | Monday, April 15, 2024 | Monday, April 15, 2024 |
| Preconstruction | 784 | Monday, April 15, 2024 | Monday, June 8, 2026 |

| Design Development | 177 | Thursday, January 2, 2025 | Friday, June 27, 2025 |
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| Design Development Documents | 106 | Thursday, January 2, 2025 | Friday, April 18, 2025 |
| DD Cost Estimate | 21 | Friday, April 18, 2025 | Friday, May 9, 2025 |
| DD Value Engineering and Reconciliation | 14 | Saturday, May 10, 2025 | Friday, May 23, 2025 |
| ** Submit DD package to MSBA ** | 1 | Friday, May 23, 2025 | Friday, May 23, 2025 |
| MSBA Issues Comments | 22 | Friday, May 23, 2025 | Friday, June 13, 2025 |
| Response to MSBA Comments | 14 | Friday, June 13, 2025 | Friday, June 27, 2025 |
| CD 60% Phase_MSBA Submission | 160 | Friday, June 27, 2025 | Thursday, December 4, 2025 |
| Develop CD 60% Documents | 91 | Friday, June 27, 2025 | Thursday, September 25, 2025 |
| CD 60% Cost Estimate | 21 | Thursday, September 25, 2025 | Thursday, October 16, 2025 |
| CD 60% VE and Reconciliation | 14 | Thursday, October 16, 2025 | Thursday, October 30, 2025 |
| ** Submit 60% CD MSBA submission ** | 1 | Thursday, October 30, 2025 | Thursday, October 30, 2025 |
| MSBA Issues Comments | 21 | Thursday, October 30, 2025 | Thursday, November 20, 2025 |
| Response to MSBA Comments | 14 | Thursday, November 20, 2025 | Thursday, December 4, 2025 |
| CD 90% Phase_MSBA Submission | 133 | Thursday, December 4, 2025 | Thursday, April 16, 2026 |
| Develop CD 90% Documents | 63 | Thursday, December 4, 2025 | Thursday, February 5, 2026 |
| CD 90% Cost Estimate | 21 | Thursday, February 5, 2026 | Thursday, February 26, 2026 |
| CD 90% VE and Reconciliation | 14 | Thursday, February 26, 2026 | Thursday, March 12, 2026 |
| ** Submit 90% CD MSBA submission ** | 1 | Thursday, March 12, 2026 | Thursday, March 12, 2026 |
| MSBA Issues Comments | 21 | Thursday, March 12, 2026 | Thursday, April 2, 2026 |
| Response to MSBA Comments | 14 | Thursday, April 2, 2026 | Thursday, April 16, 2026 |
| Final 100% CD MSBA submission - for record only | 41 days | | |
| 100% CD drawings developed | 45 | Thursday, April 16, 2026 | Sunday, May 31, 2026 |
| Prepare 100% CDs for Final Bidding | 8 | Sunday, May 31, 2026 | Monday, June 8, 2026 |
| ** Submit 100% CD (Bid) drawings/specs/GMP to MSBA ** FOR RECORD | 1 | Monday, June 8, 2026 | Monday, June 8, 2026 |
| PERMITTING - STATE and LOCAL JURISDICTIONAL APPROVALS | 459 | Thursday, October 30, 2025 | Monday, February 1, 2027 |
| Zoning Board of Appeals | 98 | Thursday, December 4, 2025 | Thursday, March 12, 2026 |
| Notice of Intent to Conservation Commission (Review based on Preliminary Site Design w/ Final Site Design due at 60% CDs) | 1 | Thursday, October 30, 2025 | Thursday, October 30, 2025 |
| NPDS Construction General Permit | 45 | Thursday, April 16, 2026 | Sunday, May 31, 2026 |
| EPA-NPDES / SWPPP | 25 | Sunday, May 31, 2026 | Thursday, June 25, 2026 |
| Permits from Town Engineering Dept. | 45 | Thursday, April 16, 2026 | Sunday, May 31, 2026 |
| Special Permit to Planning Dept. | 35 | Thursday, September 25, 2025 | Thursday, October 30, 2025 |
| Building Permit | 246 | Sunday, May 31, 2026 | Monday, February 1, 2027 |
| Bidding | | | |
| Early Site Work Bid Period (after 60% CDs, if possible) | 28 | Thursday, November 20, 2025 | Thursday, December 18, 2025 |
| Award Early Package Contract | 1 | Thursday, December 18, 2025 | Thursday, December 25, 2025 |
| Main Bid Period | 30 | Monday, June 8, 2026 | Wednesday, July 8, 2026 |
| Final GMP | 28 | Wednesday, July 8, 2026 | Wednesday, August 5, 2026 |
| Construction | 1469 | Thursday, December 25, 2025 | Wednesday, January 2, 2030 |
| Early Mobilization | 28 | Thursday, December 25, 2025 | Thursday, January 22, 2026 |
| Early Site Work Construction (if possible) | 167 | Thursday, January 22, 2026 | Wednesday, July 8, 2026 |
| Main Construction | 842 | Wednesday, July 8, 2026 | Friday, October 27, 2028 |
| Building Substantial Completion | 1 | Friday, October 27, 2028 | Friday, October 27, 2028 |
| FFE Installation | 49 | Friday, October 27, 2028 | Friday, December 15, 2028 |
| Punchlist | 49 | Friday, October 27, 2028 | Friday, December 15, 2028 |
| Final Completion of New School | 1 | Monday, December 18, 2028 | Monday, December 18, 2028 |
| Teacher Move-In | 14 | Monday, December 18, 2028 | Monday, January 1, 2029 |
| School Opening | 1 | Tuesday, January 2, 2029 | Tuesday, January 2, 2029 |
| Building Demo and Field Construction (if applicable) | 365 | Tuesday, January 2, 2029 | Wednesday, January 2, 2030 |

| Project Closeout Phase | 118 | Wednesday, January 2, 2030 | Tuesday, April 30, 2030 |
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| Prepare and Submit Closeout Documents | 90 | Wednesday, January 2, 2030 | Tuesday, April 2, 2030 |
| Final Application for Payment | 1 | Tuesday, April 2, 2030 | Tuesday, April 2, 2030 |
| Submit 100% DCAMM Contractor Evaluations | 7 | Tuesday, April 2, 2030 | Tuesday, April 9, 2030 |
| Final Reimbursement Request | 1 | Tuesday, April 9, 2030 | Tuesday, April 9, 2030 |
| MSBA Closeout Documents Submitted | 21 | Tuesday, April 9, 2030 | Tuesday, April 30, 2030 |
| LEED | 1716 | Thursday, January 2, 2025 | Friday, September 14, 2029 |
| LEED Registration | 21 | Thursday, January 2, 2025 | Thursday, January 23, 2025 |
| LEED Kick-Off Meeting | 1 | Thursday, January 30, 2025 | Thursday, January 30, 2025 |
| Submit Design Submittal to USGBC | 1 | Monday, June 8, 2026 | Monday, June 8, 2026 |
| Final LEED 10-Month Cx Report | 300 | Friday, October 27, 2028 | Thursday, August 23, 2029 |
| Final Cx Report, Cx Completion Certificate | 7 | Friday, August 24, 2029 | Friday, August 31, 2029 |
| Construction Submittal to USGBC | 14 | Friday, August 31, 2029 | Friday, September 14, 2029 |
| Targeted Date of LEED Certification Letter | 1 | Friday, September 14, 2029 | Friday, September 14, 2029 |
| DCAMM Documentation | 960 | Monday, June 8, 2026 | Tuesday, January 23, 2029 |
| Designer evaluation for Design Phase | 21 | Monday, June 8, 2026 | Monday, June 29, 2026 |
| Designer evaluation for CA Phase | 21 | Friday, October 27, 2028 | Friday, November 17, 2028 |
| Contractor 50% evaluation | 21 | Thursday, September 2, 2027 | Thursday, September 23, 2027 |
| Contractor 100% evaluation | 21 | Tuesday, January 2, 2029 | Tuesday, January 23, 2029 |