

**SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL**

**Hanover, MA**



**OPM Monthly Project Update Report**

**December 2023**

<b>FS</b>	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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During the month of December, the PSR pricing set documents were issued to estimators with final estimates expected by January 15, 2024. The SBC is scheduled to have two meetings in January – one to review the estimate information and the second to select a preferred option and authorize the submission of the PSR to the MSBA.

At their December 14, 2023 meeting, the SBC voted to pursue a CM at-Risk construction delivery method for the project. LeftField is working with the District to fill out the application to the OIG and expects to submit it in January and move right into the RFQ phase of procurement after that. The team is currently on schedule to bring on a CM at-Risk firm by the middle of April 2024.

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

- 10/27/23 - Preliminary Design Program (PDP) Submission due to MSBA for staff review - SUBMITTED
- 2/29/24 - Preferred Schematic Report (PSR) due to MSBA
- 4/24/24 - MSBA Board of Directors Meeting to approve PSR
- 8/29/24 – Schematic Design (SD) Report to be submitted to MSBA
- 10/30/24 - MSBA Board of Directors Meeting for Project Scope & Budget
- District Vote: January 2025

## **I. TASKS COMPLETED THROUGH NOVEMBER 2023**

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

12/05/23	Weekly Project Team Meeting
12/05/23	Public Forum #3 – Rockland
12/06/23	Weekly Working Group Meeting
12/12/23	Weekly Project Team Meeting
12/13/23	Weekly Working Group Meeting
12/14/23	School Building Committee Meeting
12/14/23	Public Forum #4 – Whitman
12/15/23	Submit PSR Pricing Documents to Estimators
12/19/23	Weekly Project Team Meeting
12/20/23	Weekly Working Group Meeting

## **XIII. TASKS PLANNED FOR DECEMBER 2023**

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

01/02/24	Weekly Project Team Meeting
01/03/24	Weekly Working Group Meeting

01/09/24	Weekly Project Team Meeting
01/10/24	Weekly Working Group Meeting
01/15/24	Cost Estimate Reconciliation Meeting
01/16/24	Weekly Project Team Meeting
01/17/24	Weekly Working Group Meeting
01/17/24	School Building Committee Meeting
01/23/24	Weekly Project Team Meeting
01/24/24	Weekly Working Group Meeting
01/25/24	School Building Committee Meeting
01/26/24	Public Forum #5 – Abington
01/30/24	Weekly Project Team Meeting
01/31/24	Weekly Working Group Meeting

#### **XIV. PROJECT BUDGET OVERVIEW**

Expenditures against the budget totaled \$ 56,500.00 this month. Costs were for OPM and Designer Consultant Services for Feasibility Study.

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

#### **XV. PROJECT SCHEDULE OVERVIEW**

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

- *10/27/23 - Preliminary Design Program (PDP) Submission due to MSBA for staff review - SUBMITTED*
- *2/29/24 - Preferred Schematic Report (PSR) due to MSBA*
- *4/24/24 - MSBA Board of Directors Meeting to approve PSR*
- *8/29/24 – Schematic Design (SD) Report to be submitted to MSBA*
- *10/30/24 - MSBA Board of Directors Meeting for Project Scope & Budget*
- *District Vote: January 2025*

Please see attached updated Preliminary Project Schedule for more information.

#### **XVI. CONTRACT AMENDMENTS/BUDGET TRANSFERS**

There were no contract amendments or budget transfers during the month of December.

Refer to the attached Total Project Budget Status Report, dated December 31, 2023.

## **XVII. WORKFORCE PARTICIPATION**

The Minority Business Enterprise (MBE) participation goal is 6.6% and for Women Business Enterprise (WBE) participation, the goal is 15%. Based on the Designer Subcontracts awarded for the Feasibility Study/Schematic Design Phase, the percentage of fee for MBE is 6.75% and WBE is 15% for a combined total MBE/WBE participation of 21.75%. The percentages are in the process of being updated for Design Development through Closeout of the project.

Cumulative Update for December 2023:

Minority Hours:	35	Minority Workforce Participation:	3.93%
Women Hours:	36	Women Workforce Participation:	4.04%
Total Hours Worked:	890		

## **XVIII. COMMUNITY OUTREACH**

The South Shore Tech project website has been pushed out to the SBC and community. The 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.

There are a series of Community Forums scheduled for the next few months. Each Forum is to be held in a different sending community to ensure that the team is getting the word out about the project and meeting the community where they are. Most meetings and public forums are recorded and posted to the project website as well.

## **XIX. ATTACHMENTS**

MSBA Online Report Submission, dated January 26, 2024  
Monthly Invoice Summary Packet, dated December 31, 2023  
Total Project Budget Status Report, dated December 31, 2023  
Monthly and Cumulative Cash Flow Reports, dated December 31, 2023  
Preliminary Project Schedule, dated December 31, 2023

**DRAFT**

**Leftfield, LLC**

**Jennifer Carlson**

**Progress Report as of Date 12/31/2023**

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)	\$0
Principal	Carl R Franceschi	Encumbered (to Date)	\$1,488,000
General Contractor Firm Name		Total Project Invoices Received (to Date)	\$708,861
General Contractor Contact Name		Project Completion Percentage	35%

**OPM**

**Leftfield, LLC**

**Progress Report as of Date 12/31/2023**

**Contract Summary**

**Payment Summary**

Original Contract Amount	\$180,000	Total Contract Amount	\$428,050
Contract Amendments (to Date)	2	Invoices Paid (to Date)	\$198,000
Value of Contract Amendments (to Date)	\$248,050	Invoices Received (Reporting Period)	\$29,000
Total Contract Amount	\$428,050	Contract Amount Remaining	\$201,050
Contract Amendments as Percentage of Original Contract Amount	137.8%		

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

01/02/24 Weekly Project Team Meeting  
01/03/24 Weekly Working Group Meeting

01/09/24 Weekly Project Team Meeting  
01/10/24 Weekly Working Group Meeting  
01/15/24 Cost Estimate Reconciliation Meeting  
01/16/24 Weekly Project Team Meeting  
01/17/24 Weekly Working Group Meeting  
01/17/24 School Building Committee Meeting  
01/23/24 Weekly Project Team Meeting  
01/24/24 Weekly Working Group Meeting  
01/25/24 School Building Committee Meeting  
01/26/24 Public Forum #5 – Abington  
01/30/24 Weekly Project Team Meeting  
01/31/24 Weekly Working Group Meeting

OPM Activities (Reporting Period)

Expenditures against the budget totaled \$ 56,500.00 this month. Costs were for OPM and Designer Consultant Services for Feasibility Study.

Project Budget Status

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

MSBA Closeout Status

This project is in Feasibility Study.

Potential Issues

There are no issues at this time, however, please note that the FS schedule has changed. The project is looking to submit PSR on 2/29/24, in time for the April 2024 BOD meeting. SD will then be submitted 8/29/24 in time for the 10/30/24 BOD meeting.

**DESIGNER**

**Drummey Rosane Anderson, Inc.**

**Progress Report as of Date 12/31/2023**

**Contract Summary**

**Payment Summary**

Original Contract Amount	\$1,000,000	Total Contract Amount	\$1,059,950
Contract Amendments (to Date)	2	Invoices Paid (to Date)	\$454,361
Value of Contract Amendments (to Date)	\$59,950	Invoices Received (Reporting Period)	\$27,500
Total Contract Amount	\$1,059,950	Contract Amount Remaining	\$578,089
Contract Amendments as Percentage of Original Contract Amount	6.0%		

**MBE/WBE**

**Workforce Participation**

MBE Percentage	6.6%	Total Hours	890
MBE Actual	6.8%	Minority Hours	35
WBE Percentage	15.0%	Minority Percentage	3.9%
WBE Actual	15.0%	Minority Workforce Participation	
		Female Hours	36
		Female Percentage	4.0%
		Female Workforce Participation	

**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	Feasibility Study	Phase Scheduled Completion Date	4/24/2024
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The following tasks were completed in the month of November 2023:

- II. 12/05/23 Weekly Project Team Meeting
- III. 12/05/23 Public Forum #3 – Rockland
- IV. 12/06/23 Weekly Working Group Meeting
- V. 12/12/23 Weekly Project Team Meeting
- VI. 12/13/23 Weekly Working Group Meeting
- VII. 12/14/23 School Building Committee Meeting
- VIII. 12/14/23 Public Forum #4 – Whitman
- IX. 12/15/23 Submit PSR Pricing Documents to Estimators
- X. 12/19/23 Weekly Project Team Meeting
- XI. 12/20/23 Weekly Working Group Meeting

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

- 01/02/24 Weekly Project Team Meeting
- 01/03/24 Weekly Working Group Meeting
- 01/09/24 Weekly Project Team Meeting
- 01/10/24 Weekly Working Group Meeting
- 01/15/24 Cost Estimate Reconciliation Meeting
- 01/16/24 Weekly Project Team Meeting
- 01/17/24 Weekly Working Group Meeting
- 01/17/24 School Building Committee Meeting
- 01/23/24 Weekly Project Team Meeting
- 01/24/24 Weekly Working Group Meeting
- 01/25/24 School Building Commit

Commissioning Consultant	Not yet assigned.
Commissioning Consultant Status	Not yet assigned.

**GENERAL CONTRACTOR**

Progress Report as of Date 12/31/2023

**Contract Summary**

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

Change Orders (to Date)

Value of Change Orders (to Date)

Total Contract Amount

**Payment Summary**

Total Contract Amount

Invoices Paid (to Date)

Invoices Received (Reporting Period)

Contract Amount Remaining

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

**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

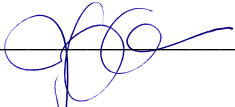
**Certification**

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

1/26/24

Date

## MEMORANDUM

To: South Shore Tech School Building Committee  
 From: Jen Carlson, LeftField, LLC  
 Date: January 17, 2024  
 Re: South Shore Regional Vocational Technical HS Project – October 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	12/31/23	LeftField, LLC	9	OPM – Feasibility Study/ Schematic Design	OPM Feasibility Study Services December 1 – December 31, 2023	\$29,000.00
0002-0000	12/31/23	DRA	5	A/E - Feasibility Study/ Schematic Design	A/E Feasibility Study Services December 1 – December 31, 2023	\$27,500.00
					<b>TOTAL:</b>	<b>\$56,500.00</b>

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 December 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 January 12, 2024 deadline. All invoices above will be included in the December 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: 12/31/23  
 Invoice No: 9

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

**Professional Services from December 1 to December 31, 2023**

OPM Services		Amount
12/31/2023	Feasibility Study/Schematic Design Services:	\$ 29,000.00

**Total Labor: \$ 29,000.00**

Reimbursable Expenses	Amount
Reimbursables 12/01/23 - 12/31/23	\$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	\$198,000	\$29,000	\$227,000	\$173,000
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	\$198,000	\$29,000	\$227,000	\$173,000
Reimbursable Expenses Total:	\$0	\$0	\$0	\$0	\$0
<b>Total Contract:</b>	<b>\$400,000</b>	<b>\$198,000</b>	<b>\$29,000</b>	<b>\$227,000</b>	<b>\$173,000</b>

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

**Invoice**

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

December 31, 2023  
 Project No: 23010.00  
 Invoice No: 0000005

Project-South Shore Regional HS

**Professional Services from December 1, 2023 to December 31, 2023**  
**Fee**

Billing Phase	Fee	Percent Complete	Earned
Feasibility Study	550,000.00	85.00	467,500.00
Schematic Design	450,000.00	0.00	0.00
Total Fee	1,000,000.00		467,500.00
		Previous Fee Billing	440,000.00
		Current Fee Billing	27,500.00
	<b>Total Fee</b>		<b>27,500.00</b>
		<b>Total this Invoice</b>	<b>\$27,500.00</b>

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

cc:[jcarlson@leftfieldpm.com](mailto:jcarlson@leftfieldpm.com)

South Shore Regional Vocational Technical High School - Hanover, MA December 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
<b>FEASIBILITY STUDY AGREEMENT</b>										
0001-0000	OPM Feasibility Study/Schematic Design	\$ 400,000	\$28,050	\$ 428,050	\$ 428,050	100%	\$ 227,000	53%	\$ 201,050	1
0002-0000	A&E Feasibility Study/Schematic Design	\$ 1,100,000		\$ 1,100,000	\$ 1,059,950	96%	\$ 481,861	44%	\$ 618,139	
0003-0000	Environmental & Site	\$ 300,000		\$ 300,000	\$ -	0%	\$ -	0%	\$ 300,000	
0004-0000	Other	\$ 200,000	\$ (28,050)	\$ 171,950	\$ -	0%	\$ -	0%	\$ 171,950	
	<b>SUB-TOTAL</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 1,488,000</b>	<b>74%</b>	<b>\$ 708,861</b>	<b>35%</b>	<b>\$ 1,291,139</b>	

<b>TOTAL PROJECT BUDGET</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 1,488,000</b>	<b>74%</b>	<b>\$ 708,861</b>	<b>35%</b>	<b>\$ 1,291,139</b>	
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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					
<b>SUB-TOTAL</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	\$ 2,000,000	\$ -	\$ -	2,000,000	55.63%

**Feasibility Study Agreement Budget Transfers:**

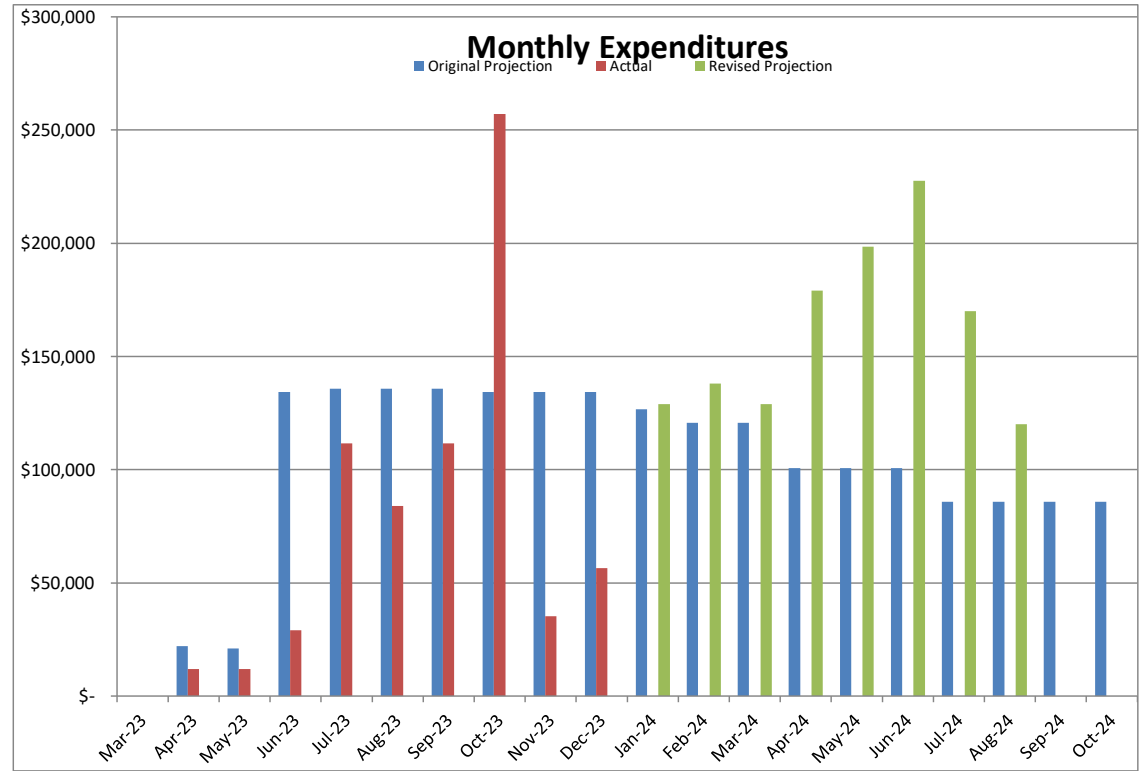
FSA BRR	1 12/14/2023	Transfer \$28,050 from Other Contingency to OPM Feasibility Study/Schematic Design to fund Cost Estimating Services for Preferred Schematic Report and Schematic Design Phases
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South Shore Regional Vocational Technical High School - Hanover, MA

December 31, 2023

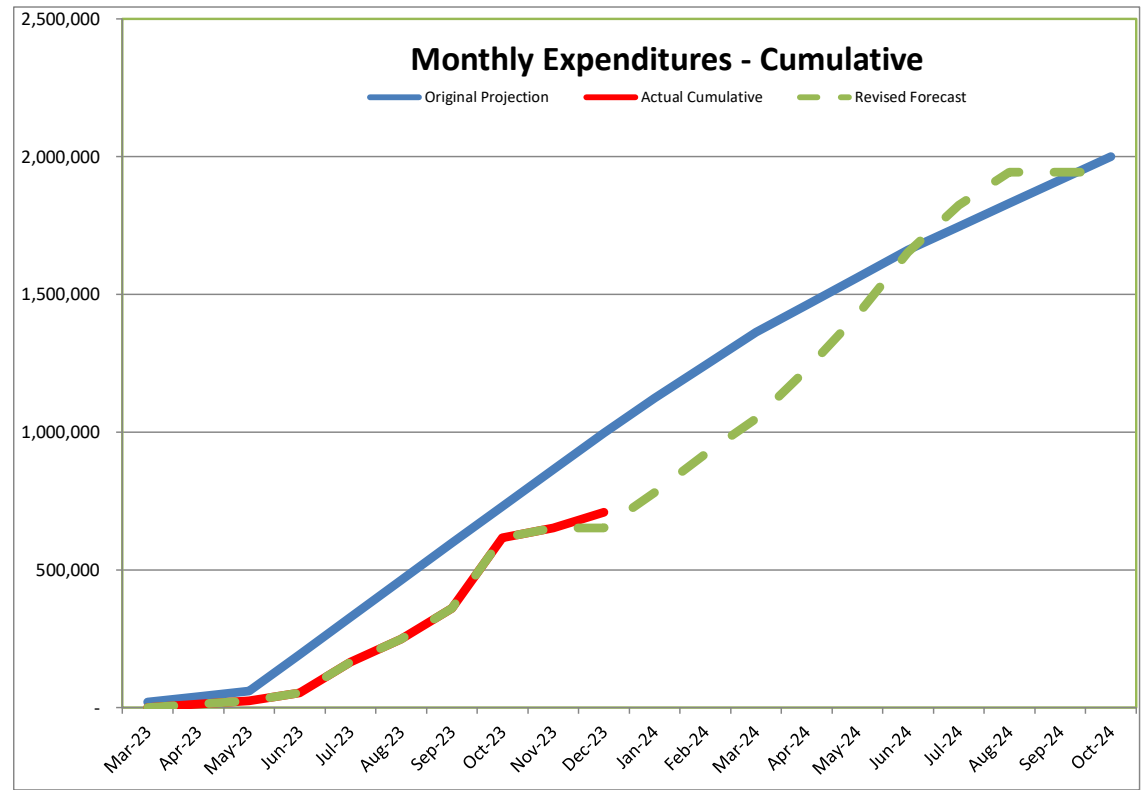
Monthly Cash Flow

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	\$ 29,000	\$ -
Jul-23	\$ 135,706	\$ 111,500	\$ -
Aug-23	\$ 135,706	\$ 84,000	\$ -
Sep-23	\$ 135,706	\$ 111,500	\$ -
Oct-23	\$ 134,206	\$ 257,110	\$ -
Nov-23	\$ 134,206	\$ 35,251	\$ -
Dec-23	\$ 134,206	\$ 56,500	\$ -
Jan-24	\$ 126,706		\$ 129,000
Feb-24	\$ 120,706		\$ 138,000
Mar-24	\$ 120,706		\$ 129,000
Apr-24	\$ 100,706		\$ 179,000
May-24	\$ 100,706		\$ 198,500
Jun-24	\$ 100,706		\$ 227,550
Jul-24	\$ 85,706		\$ 170,000
Aug-24	\$ 85,706		\$ 120,089
Sep-24	\$ 85,706		\$ -
Oct-24	\$ 85,704		\$ -
<b>Total:</b>	<b>\$ 2,000,000</b>	<b>\$ 708,861</b>	<b>\$ 2,000,000</b>



Cumulative Cash Flow

Date	Original Projection	Actual Cumulative	Revised Forecast
Feb-23	-	\$ -	\$ -
Mar-23	20,000	\$ -	\$ -
Apr-23	40,000	\$ 12,000	\$ 12,000
May-23	60,000	\$ 24,000	\$ 24,000
Jun-23	193,206	\$ 53,000	\$ 53,000
Jul-23	327,912	\$ 164,500	\$ 164,500
Aug-23	462,618	\$ 248,500	\$ 248,500
Sep-23	597,324	\$ 360,000	\$ 360,000
Oct-23	730,530	\$ 617,110	\$ 617,110
Nov-23	863,736	\$ 652,361	\$ 652,361
Dec-23	996,942	\$ 708,861	\$ 652,361
Jan-24	1,122,648		\$ 781,361
Feb-24	1,242,354		\$ 919,361
Mar-24	1,362,060		\$ 1,048,361
Apr-24	1,461,766		\$ 1,227,361
May-24	1,561,472		\$ 1,425,861
Jun-24	1,661,178		\$ 1,653,411
Jul-24	1,745,884		\$ 1,823,411
Aug-24	1,830,590		\$ 1,943,500
Sep-24	1,915,296		\$ 1,943,500
Oct-24	2,000,000		\$ 1,943,500
<b>Total:</b>	<b>\$ 2,000,000</b>	<b>\$ 708,861</b>	<b>\$ 1,943,500</b>



**SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL  
Preliminary Project Schedule**



12/31/2023

Task Name	Duration (days)	Start	Finish
<b>Procure OPM [MOD 2]</b>	<b>34</b>	<b>Thursday, January 5, 2023</b>	<b>Tuesday, February 7, 2023</b>
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
<b>Procure Architect [MOD 2]</b>	<b>115</b>	<b>Tuesday, February 7, 2023</b>	<b>Thursday, June 1, 2023</b>
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
<b>FEASIBILITY STUDY [MOD 3]</b>	<b>329</b>	<b>Wednesday, May 31, 2023</b>	<b>Wednesday, April 24, 2024</b>
<b>Preliminary Design Program (PDP)</b>	<b>184</b>	<b>Wednesday, May 31, 2023</b>	<b>Friday, December 1, 2023</b>
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	304	Tuesday, February 7, 2023	Thursday, December 7, 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
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	Monday, October 23, 2023	Monday, October 23, 2023
SBC #6	1	Thursday, November 2, 2023	Thursday, November 2, 2023
SBC #7	1	Thursday, December 7, 2023	Thursday, December 7, 2023
<b>** Submit PDP to the MSBA **</b>	1	Friday, October 27, 2023	Friday, October 27, 2023
MSBA PDP Review	22	Friday, October 27, 2023	Friday, November 17, 2023
Receive MSBA PDP comments	1	Friday, November 17, 2023	Friday, November 17, 2023
District returns responses to MSBD PDP comments	1	Friday, December 1, 2023	Friday, December 1, 2023
<b>Preferred Schematic Report (PSR)</b>	180	Saturday, October 28, 2023	Wednesday, April 24, 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
<b>*** Submit PSR to the MSBA ***</b>	1	Thursday, February 29, 2024	Thursday, February 29, 2024
MSBA Review Period	1	Thursday, March 21, 2024	Thursday, March 21, 2024
Respond to MSBA PSR review comments	1	Thursday, April 4, 2024	Thursday, April 4, 2024
MSBA Facilities Assessment Committee (FAS) review (1/18 or 2/1)	15	Wednesday, March 13, 2024	Wednesday, March 27, 2024
Respond to MSBA FAS Comments	8	Friday, February 2, 2024	Friday, February 9, 2024
<b>★★MSBA BOD Mtg - PSR - Proceed to Schematic★★ (TBD - 2024 dates not released)</b>	1	Wednesday, April 24, 2024	Wednesday, April 24, 2024
<b>Schematic Design [MOD 4]</b>	<b>246</b>	<b>Thursday, April 25, 2024</b>	<b>Thursday, December 26, 2024</b>
<b>DESE submittal (confirm submittal date with MSBA)</b>	22	Saturday, July 6, 2024	Saturday, July 27, 2024
MSBA Review of DESE Submittal	22	Sunday, July 28, 2024	Sunday, August 18, 2024
DESE Review and Approval	22	Monday, August 19, 2024	Monday, September 9, 2024
<b>Schematic Design Submittal</b>	64	Wednesday, April 24, 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	Thursday, August 15, 2024	Thursday, August 15, 2024
<b>** Schematic Submitted to the MSBA **</b>	1	Thursday, August 29, 2024	Thursday, August 29, 2024
MSBA Project Scope and Budget meeting (TBD - 2024 dates not released)	15	Saturday, September 21, 2024	Saturday, October 5, 2024
MSBA Review Comments Issued	22	Friday, August 30, 2024	Friday, September 20, 2024
Respond to MSBA Comments	15	Saturday, September 21, 2024	Saturday, October 5, 2024
<b>★★MSBA BOD Meeting - SD Approval★★ (TBD - 2024 dates not released)</b>	-62	Wednesday, October 30, 2024	Wednesday, August 28, 2024
120-day duration to secure funding authorization	121	Wednesday, October 30, 2024	Thursday, February 27, 2025
District executes PSBA	8	Sunday, October 6, 2024	Sunday, October 13, 2024
<b>★★District Wide Ballot OR 9 Town Approvals★★ (exact date or dates TBD)</b>	26	Sunday, December 1, 2024	Thursday, December 26, 2024
<b>★★Execute PFA★★</b>	1	Thursday, December 26, 2024	Thursday, December 26, 2024

<b>CM PROCUREMENT [applicable if committee decides to utilize CM-R methodology]</b>	<b>165</b>	<b>Thursday, November 2, 2023</b>	<b>Monday, April 15, 2024</b>
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	Friday, January 26, 2024	Friday, January 26, 2024
Office of Inspector General Review & Approval	1	Friday, February 23, 2024	Friday, February 23, 2024
CM at Risk RFQ Issued	1	Wednesday, February 7, 2024	Wednesday, February 7, 2024
CM at Risk SOQs Due	1	Wednesday, February 28, 2024	Wednesday, February 28, 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
<b>Design Development</b>	<b>177</b>	<b>Thursday, January 2, 2025</b>	<b>Friday, June 27, 2025</b>
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
<b>** Submit DD package to MSBA **</b>	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
<b>CD 60% Phase_MSBA Submission</b>	<b>160</b>	<b>Friday, June 27, 2025</b>	<b>Thursday, December 4, 2025</b>
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
<b>** Submit 60% CD MSBA submission **</b>	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
<b>CD 90% Phase_MSBA Submission</b>	<b>133</b>	<b>Thursday, December 4, 2025</b>	<b>Thursday, April 16, 2026</b>
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
<b>** Submit 90% CD MSBA submission **</b>	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
<b>Final 100% CD MSBA submission - for record only</b>	<b>41 days</b>		
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
<b>** Submit 100% CD (Bid) drawings/specs/GMP to MSBA ** FOR RECORD</b>	1	Monday, June 8, 2026	Monday, June 8, 2026
<b>PERMITTING - STATE and LOCAL JURISDICTIONAL APPROVALS</b>	<b>459</b>	<b>Thursday, October 30, 2025</b>	<b>Monday, February 1, 2027</b>
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
<b>Bidding</b>			
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
<b>Construction</b>	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
<b>Building Substantial Completion</b>	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
<b>School Opening</b>	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

<b>Project Closeout Phase</b>	<b>118</b>	<b>Wednesday, January 2, 2030</b>	<b>Tuesday, April 30, 2030</b>
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
<b>LEED</b>	<b>1716</b>	<b>Thursday, January 2, 2025</b>	<b>Friday, September 14, 2029</b>
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
<b>DCAMM Documentation</b>	<b>960</b>	<b>Monday, June 8, 2026</b>	<b>Tuesday, January 23, 2029</b>
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