

SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Hanover, MA



OPM Monthly Project Update Report

February 2024

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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During the month of February, the SBC met three times in order to gather feedback and learn more about the details of the design options that were still under consideration. SBC meeting considerations and agenda topics ranged from a deeper look into an addition/renovation option, to a very focused discussion on enrollment numbers and how each option would impact the flexibility of the school in the long term, to taking a closer look at how the estimates were formulated.

At their February 22, 2024 meeting, the SBC voted to select Option NC-2.0 – a new construction design option – for a 900 student design enrollment. The Project Team developed the Preferred Schematic Report (PSR) based on that selected option and submitted the PSR to the MSBA by the February 29, 2024 deadline.

The District and the Project Team will be presenting the preferred option to the MSBA at their March 27, 2024 Facilities Assessment Subcommittee (FAS) meeting to prepare for an April 24, 2024 MSBA Board of Directors meeting to approve the PSR submission and move the project officially into Schematic Design.

Construction Manager at-Risk procurement is underway. The SBC voted to move forward with this construction delivery approach at their December 14, 2023 meeting, and at their March 20, 2024 meeting will officially be appointing their Prequalification and Selection Subcommittee to select a CM. Procurement is a two-step process, the first of which is soliciting Statements of Qualifications (SOQ) packages from CM firms – those are due at the end of March. The subcommittee will be reviewing these SOQs and will determine which firms are qualified to receive an invitation to submit a proposal. Firms then are expected to submit proposals by late April, which will be followed by interviews. The Selection Committee will then rank firms based on their technical proposal and interviews before opening the price proposals. Once price proposals are open, firms are ranked again and the project moves forward with the most advantageous firm.

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
- 3/27/24 – MSBA Facilities Assessment Subcommittee (FAS) Meeting
- 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 FEBRUARY 2024

The following tasks were completed in the month of February 2024:

02/06/24	Weekly Project Team Meeting
02/07/24	Weekly Working Group Meeting
02/08/24	School Building Committee Meeting
02/13/24	Weekly Project Team Meeting
02/14/24	Weekly Working Group Meeting
02/15/24	School Building Committee Meeting
02/20/24	Weekly Project Team Meeting
02/21/24	Weekly Working Group Meeting
02/22/24	School Building Committee Meeting
02/27/24	Weekly Project Team Meeting
02/28/24	Weekly Working Group Meeting
02/29/24	Submit Preferred Schematic Report to MSBA

XV. TASKS PLANNED FOR MARCH 2024

The following tasks are planned for the month of March 2024:

03/05/24	Weekly Project Team Meeting
03/06/24	Issue CM at-Risk Request for Qualifications (RFQ)
03/06/24	Weekly Working Group Meeting
03/12/24	Weekly Project Team Meeting
03/18/24	Pre-FAS Meeting with MSBA Staff
03/19/24	Weekly Project Team Meeting
03/20/24	Weekly Working Group Meeting – Design Vision
03/20/24	School Building Committee Meeting
03/26/24	Weekly Project Team Meeting
03/27/24	MSBA Facilities Assessment Subcommittee (FAS) Meeting
03/27/24	CM at-Risk Statements of Qualifications (SOQs) due

XVI. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$96,485.00 this month.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated February 29, 2024.

XVII. 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
- 3/27/24 – MSBA Facilities Assessment Subcommittee (FAS) Meeting
- 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.

XVIII. CONTRACT AMENDMENTS/BUDGET TRANSFERS

Designer Contract Amendment No. 3 was approved by the SBC at their February 22, 2024 meeting. This amendment included include filing the LEED for Schools Registration with Green Business Certification Inc. (GBCI) on behalf of the South Shore Regional Vocational Technical High School Project, and additional Existing Conditions Field Survey scope conducted by their consultant McKenzie Engineering Group, as well as updating the Existing Conditions Plan and Wetlands Delineation Report based on the results of the additional survey information. The total Amendment No. 3 cost is \$6,435.00 and fits within the budget currently available in the A&E Feasibility Study/Schematic Design budget line item.

Refer to the attached Total Project Budget Status Report, dated February 29, 2024.

XIX. 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.

Update for February 2024:

Minority Hours:	20	Minority Workforce Participation:	4.81%
Women Hours:	42	Women Workforce Participation:	10.10%
Total Hours Worked:	416		

XX. 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.

Superintendent Hickey has also been presenting project updates in each community as well as making himself available for informational one on one zoom or in person meetings to parents and the general public. Sending community official standing boards and committees have been invited to participate in SBC meetings either in person or remotely.

XXI. ATTACHMENTS

MSBA Online Report Submission, dated March 12, 2024
Monthly Invoice Summary Packet, dated February 22, 2024
DRA Contract Amendment No. 3, dated February 22, 2024
Total Project Budget Status Report, dated February 29, 2024
Monthly and Cumulative Cash Flow Reports, dated February 29, 2024
Preliminary Project Schedule, dated February 29, 2024

DRAFT

Leftfield, LLC

Jennifer Carlson

Progress Report as of Date 2/29/2024

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	Drumme Rosane Anderson, Inc.	Encumbered (Reporting Period)	\$6,435
Principal	Carl R Franceschi	Encumbered (to Date)	\$1,494,435
General Contractor Firm Name		Total Project Invoices Received (to Date)	\$805,346
General Contractor Contact Name		Project Completion Percentage	40%

OPM

Leftfield, LLC

Progress Report as of Date 2/29/2024

Contract Summary

Payment Summary

Original Contract Amount	\$180,000	Total Contract Amount	\$428,050
Contract Amendments (to Date)	2	Invoices Paid (to Date)	\$227,000
Value of Contract Amendments (to Date)	\$248,050	Invoices Received (Reporting Period)	\$38,900
Total Contract Amount	\$428,050	Contract Amount Remaining	\$162,150
Contract Amendments as Percentage of Original Contract Amount	137.8%		

The following tasks were completed in the month of February 2024:

OPM Activities (Reporting Period)

- II. 02/06/24 Weekly Project Team Meeting
 - III. 02/07/24 Weekly Working Group Meeting
 - IV. 02/08/24 School Building Committee Meeting
 - V. 02/13/24 Weekly Project Team Meeting
 - VI. 02/14/24 Weekly Working Group Meeting
 - VII. 02/15/24 School Building Committee Meeting
 - VIII. 02/20/24 Weekly Project Team Meeting
 - IX. 02/21/24 Weekly Working Group Meeting
 - X. 02/22/24 School Building Committee Meeting
 - XI. 02/27/24 Weekly Project Team Meeting
 - XII. 02/28/24 Weekly Working Group Meeting
 - XIII. 02/29/24 Submit Preferred Schematic Report to MSBA
- Expenditures against the budget totaled \$96,485.00 this month.

Project Budget Status

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated February 29, 2024.

MSBA Closeout Status

This project is in Feasibility Study.

Potential Issues

There are no potential issues to report at this time.

DESIGNER

Drumme Rosane Anderson, Inc.

Progress Report as of Date 2/29/2024

Contract Summary

Payment Summary

Original Contract Amount	\$1,000,000	Total Contract Amount	\$1,066,385
Contract Amendments (to Date)	3	Invoices Paid (to Date)	\$481,861
Value of Contract Amendments (to Date)	\$66,385	Invoices Received (Reporting Period)	\$57,585
Total Contract Amount	\$1,066,385	Contract Amount Remaining	\$526,939
Contract Amendments as Percentage of Original Contract Amount	6.6%		

MBE/WBE

Workforce Participation

MBE Percentage	6.6%	Total Hours	416
MBE Actual	6.8%	Minority Hours	20
WBE Percentage	15.0%	Minority Percentage	4.8%
WBE Actual	15.0%	Minority Workforce Participation	0.0%
		Female Hours	42
		Female Percentage	10.1%
		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	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 February 2024:

- II. 02/06/24 Weekly Project Team Meeting
- III. 02/07/24 Weekly Working Group Meeting
- IV. 02/08/24 School Building Committee Meeting
- V. 02/13/24 Weekly Project Team Meeting
- VI. 02/14/24 Weekly Working Group Meeting
- VII. 02/15/24 School Building Committee Meeting
- VIII. 02/20/24 Weekly Project Team Meeting
- IX. 02/21/24 Weekly Working Group Meeting
- X. 02/22/24 School Building Committee Meeting
- XI. 02/27/24 Weekly Project Team Meeting
- XII. 02/28/24 Weekly Working Group Meeting
- XIII. 02/29/24 Submit Preferred Schematic Report to MSBA

The following tasks are planned for the month of March 2024:

- 03/05/24 Weekly Project Team Meeting
- 03/06/24 Issue CM at-Risk Request for Qualifications (RFQ)
- 03/06/24 Weekly Working Group Meeting
- 03/12/24 Weekly Project Team Meeting
- 03/18/24 Pre-FAS Meeting with MSBA Staff
- 03/19/24 Weekly Project Team Meeting
- 03/20/24 Weekly Working Group Meeting – Design Vision
- 03/20/24 School Building Committee Meeting
- 03/26/24 Weekly Project Team Meeting
- 03/27/24 MSBA Facilities Assessment Subcom

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

GENERAL CONTRACTOR

Progress Report as of Date 2/29/2024

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

March 12, 2024

Date

MEMORANDUM

To: South Shore Tech School Building Committee
 From: Jen Carlson, LeftField, LLC
 Date: February 22, 2024
 Re: South Shore Regional Vocational Technical HS Project – January 2024 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	1/31/24	LeftField	10	OPM – Feasibility Study/ Schematic Design	OPM Feasibility Study Services January 1 – January 31, 2024	\$29,000.00
0001-0000	1/24/24	LeftField – AM Fogarty	24003	OPM – Feasibility Study/ Schematic Design	OPM Cost Estimating Consultant: January 1 – January 31, 2024	\$9,900.00
					LeftField Invoice 10 Total: (For Reference Only)	\$38,900.00
0002-0000	1/31/24	DRA	6	A/E - Feasibility Study/ Schematic Design	A/E Feasibility Study Services January 1 – January 31, 2024	\$27,500.00
0002-0000	1/31/24	DRA	A3-1	A/E - Feasibility Study/ Schematic Design	Amendments #3 – LEED for Schools Registration	\$1,485.00
0002-0000	1/31/24	DRA	A1-3	A/E - Feasibility Study/ Schematic Design	Amendments #1 & 3 - Preliminary Geotech Study, ESA Phase 1	\$28,600.00
0002-0000		DRA			DRA Total: (For Reference Only)	\$57,585.00
					TOTAL:	\$96,485.00

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 February 2024 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 March 12, 2024 deadline. All

invoices above will be included in the January 2024 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: 1/31/24
 Invoice No: 10

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

Professional Services from January 1 to January 31, 2024

OPM Services		Amount
1/31/2024	Feasibility Study/Schematic Design Services:	\$ 29,000.00

Total Labor: \$ 29,000.00

Reimbursable Expenses					Amount
Reimbursables 01/01/24 - 01/31/24					
Date	Vendor	Invoice #	Amount	10% LeftField Fee	
1/24/2024	AM Fogarty	24003	\$9,000.00	\$900.00	\$9,900.00

Total Expenses: \$9,900.00

Total this Invoice: \$ 38,900.00

Contract Status	Budget	Previous	Current	Total To Date	Balance
Feasibility Study/Schematic Design Phase	\$400,000	\$227,000	\$29,000	\$256,000	\$144,000
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	\$227,000	\$29,000	\$256,000	\$144,000
Reimbursable Expenses Total:	\$0	\$0	\$9,900	\$9,900	\$0
Total Contract:	\$400,000	\$227,000	\$38,900	\$265,900	\$144,000

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

INVOICE

A. M. Fogarty & Associates, Inc.
175 Derby Street - Suite 5
Hingham, MA 02043

DATE INVOICE #

(781) 749-7272 - FAX: (781) 740-2652

1/24/2024 24003

BILL TO:

Sally Rogers
LEFTFIELD LLC
P. O. Box 307
Hingham, MA 02043
srogers@leftfieldpm.com

REP
PTT

DESCRIPTION			AMOUNT
DESCRIPTION	QTY	RATE	TOTAL
South Shore Vocational Technical High School - PSR Cost Estimate Project Manager: Jennifer Carlson		9,000.00	9,000.00
TOTAL			\$9,000.00

Thank you for your business.



Invoice

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

January 31, 2024
Project No: 23010.00
Invoice No: 0000006

Project-South Shore Regional HS

Professional Services from January 1, 2024 to January 31, 2024

Fee

Billing Phase	Fee	Percent Complete	Earned
Feasibility Study	550,000.00	90.00	495,000.00
Schematic Design	450,000.00	0.00	0.00
Total Fee	1,000,000.00		495,000.00
		Previous Fee Billing	467,500.00
		Current Fee Billing	27,500.00
	Total Fee		27,500.00
Total this Invoice			\$27,500.00

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



Invoice

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

January 31, 2024
Project No: 23010.04
Invoice No: 0000001

Project-South Shore Regional HS-PSS 4 LEED

Professional Services from January 1, 2024 to January 31, 2024

Reimbursable Expenses

Green Business Certification, Inc Inv #91719947

Total Reimbursables

		1,350.00	
1.1 times		1,350.00	1,485.00
	Total this Invoice		\$1,485.00

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



Green Business Certification Inc.
 2101 L Street, NW,
 Washington, D.C. 20037
 1-800-795-1746
 202-828-1145
 www.gbci.org/contact

INVOICE

Invoice # : 91719947
 Order # : 13016447
 Invoice Date : Dec 27, 2023

Bill To:

South Shore Vocational Technical High Sc
 476 Webster Street
 HANOVER , MA 02339 US
 agavorbrodt@yahoo.com

Project ID: 1000190347
 Project Name: South Shore Vocational Technical High
 USGBC Member Company : VvS Architects & Consultants

Item Description	Quantity	List Price/Unit	Promo Code Discount	Amount
LEED for Schools Registration	1	\$ 1,350.00	(\$ 0.00)	\$ 1,350.00
Shipping/Handling				\$ 0.00
Sales Tax				\$ 0.00
Total Due				\$ 1,350.00

DETACH AND SUBMIT WITH PAYMENT

Invoice # : 91719947
 Order # : 13016447
 Invoice Date : Dec 27, 2023
 Total Due : \$ 1,350.00

Thank you for choosing LEED! We really appreciate your business - please remit payment within 30 calendar days.
 Payment can be provided by credit card, check or wire transfer. Make checks payable to Green Business Certification Inc.
 Please include the invoice number to ensure prompt processing.
 If you have any questions please contact billing@gbci.org, our team is here to help!



Remit Payment by Wire or EFT :

Beneficiary Name : Green Business Certification Inc.
Beneficiary Address : 2101 L Street NW, Washington, D.C. 20037
Bank Name : PNC Bank, N.A.
Bank Address : 1600 Market Street Philadelphia, PA 19102
Bank Account # : 5306441186
ABA Routing # : 031000053
Swift Code# : PNCCUS 33

Remit Payment by Check:

Green Business Certification Inc.
PO Box 822964
Philadelphia, PA 19182-2964

Thank you for choosing LEED! We really appreciate your business - please remit payment within 30 calendar days. Payment can be provided by credit card, check or wire transfer. Make checks payable to Green Business Certification Inc. Please include the invoice number to ensure prompt processing. If you have any questions please contact billing@gbci.org, our team is here to help!



Invoice

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

January 31, 2024
Project Nos: 23010.02 & 23010.05
Invoice No: 0000001 Revised

Project-South Shore Regional HS-PSS 2 & PSS 5 Wetland Flagging & Topographic Survey

Professional Services from January 1, 2024 to January 31, 2024
Consultants

McKenzie Engineering Group Inv 223-901		26,000.00	
Total Consultants	1.1 times	26,000.00	28,600.00
	Total this Invoice		\$28,600.00

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

McKenzie Engineering Group, Inc.

150 Longwater Drive
Norwell, MA 02061
781.792.3900
www.mckeng.com



INVOICE

BILL TO

223-190 So. Shore Voc. Tech.
High School, Hanover, MA
DRA
Howard Clock Building
260 Charles Street, Studio 300
Waltham, MA 02453

INVOICE # 223-901
DATE 11/06/2023
DUE DATE 12/06/2023
TERMS Net 30

INVOICE PERIOD

7/1/23 to 11/5/23

DESCRIPTION	HOURS	RATE	AMOUNT
Perform the following Scope of Services in accordance with Agreement dated October 20, 2023:			
1.0 EXISTING CONDITIONS PLAN – 476 WEBSTER STREET			
1.1 Wetland Delineation and Report - \$3,000			
1.2 Existing Conditions Field Survey - \$12,000			
1.3 Existing Conditions Plan Preparation - \$7,500			
2.0 AS-BUILT PLAN – 436 WEBSTER STREET - \$3,500			
Subtotal Labor Charges:			26,000.00
BALANCE DUE			\$26,000.00



February 22, 2024

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

Re: South Shore Regional Vocational Technical High School Project
Designer Services Contract Amendment No. 3

Dear Dr. Hickey,

LeftField has reviewed Designer Contract Amendment No. 3 presented by Drummey Rosane Anderson, Inc. (DRA) in their Professional Services Supplements (PSS) #4 and #5.

The services outlined in PSS #4 include filing the LEED for Schools Registration with Green Business Certification Inc. (GBCI) on behalf of the South Shore Regional Vocational Technical High School Project. The total fee for the services outlined is \$1,350.00 and DRA's 10% administrative costs of \$135.00 are per the Designer contract.

The services outlined in PSS #5 include additional Existing Conditions Field Survey scope conducted by their consultant McKenzie Engineering Group, as well as updating the Existing Conditions Plan and Wetlands Delineation Report based on the results of the additional survey information. The total fee for the services outlined is \$4,500.00 and DRA's 10% administrative costs of \$450.00 are per the Designer contract.

The total proposed Amendment No. 3 cost is \$6,435.00. LeftField has reviewed the scope of services and consider them to be required and consider the cost of the services to be fair and reasonable. Therefore, LeftField recommends that the District accept Designer Contract Amendment No.3 in the amount of \$6,435.00.

Should you have any questions regarding this recommendation of approval, please contact me.

Sincerely,

Jen Carlson, LeftField, LLC

CONTRACT FOR DESIGNER SERVICES

AMENDMENT NO. 3

WHEREAS, the South Shore Regional Vocational School District, 476 Webster Street, Hanover, Massachusetts 02339 (“Owner”) and Drummey Rosane Anderson, Inc., 260 Charles Street, Studio 300, Waltham, MA 02453 (the “Designer”) (collectively, the “Parties”) entered into a Contract for Designer Services for the Feasibility Study and Schematic Design Phases for the South Shore Regional Vocational Technical High School Project (Project Number 202108730605) on June 1, 2023, (“Contract”). The South Shore Regional Vocational Technical High School is located at 476 Webster Street, Hanover, Massachusetts 02339; and

WHEREAS, the scope of this work is summarized in Drummey Rosane Anderson, Inc. Professional Services Supplements (PSS) #4 for filing the LEED for Schools Registration with Green Business Certification Inc. (GBCI) on behalf of the South Shore Regional Vocational Technical High School Project, and (PSS) #5 for additional Existing Conditions Field Survey scope conducted by their consultant McKenzie Engineering Group, as well as updating the Existing Conditions Plan and Wetlands Delineation Report based on the results of the additional survey information.

WHEREAS, Contract Amendment No. 1 was approved by the Owner on August 9, 2023, and; **WHEREAS**, Contract Amendment No. 2 was approved by the Owner on September 7, 2023, and;

WHEREAS, effective as of February 22, 2024, the parties wish to amend the contract, as amended:

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained in this Amendment, and other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the Parties, intending to be legally bound, hereby agree as follows:

1. The Owner hereby authorizes this Contract Amendment No. 3 for the total value of \$6,435.00. The Drummey Rosane Anderson, Inc. Amendment is for filing the LEED for Schools Registration with Green Business Certification Inc. (GBCI) on behalf of the South Shore Regional Vocational Technical High School Project, and for additional Existing Conditions Field Survey scope conducted by their consultant McKenzie Engineering Group, as well as updating the Existing Conditions Plan and Wetlands Delineation Report based on the results of the additional survey information. The Designer is herein authorized to commence the services outlined in this Amendment, pursuant to the terms and conditions set forth in the Contract, as amended.
2. For the performance of services required under the Contract, as amended, the Designer shall be compensated by the Owner in accordance with the following Fee for Basic Services:

Fee for Basic Services	Original Contract	Previous Amendments	Amount of This Amendment	Total of All Amendments
Feasibility Study/ Schematic Design Phase	\$1,000,000	\$ 59,950.00	\$ 6,435.00	\$ 1,066,385.00
Design Development Phase	\$ 0	\$ 0	\$ 0	\$ 0
Construction Documents Phase	\$ 0	\$ 0	\$ 0	\$ 0
Bidding Phase	\$ 0	\$ 0	\$ 0	\$ 0

Construction Phase	\$ 0	\$ 0	\$ 0	\$ 0
Completion Phase	\$ 0	\$ 0	\$ 0	\$ 0
Total Fee	\$1,000,000.00	\$ 59,950.00	\$ 6,435.00	\$ 1,066,385.00

3. The Construction Budget shall be as follows:

Original Budget: \$ TBD

Amended Budget _____

4. The Project Schedule shall be as follows:

Original Schedule: Schematic Design Completion – 8/29/2023

Amended Schedule _____

5. This Amendment contains all of the terms and conditions agreed upon by the Parties as amendments to the original Contract, as amended. No other understandings or representations, oral or otherwise, regarding amendments to the original Contract, as amended, shall be deemed to exist or bind the Parties, and all other terms and conditions of the Contract, as amended, remain in full force and effect.

IN WITNESS WHEREOF, the Owner, with the prior approval of the Authority, and the Designer have caused this Amendment to be executed by their respective authorized officers.

OWNER:
SOUTH SHORE REGIONAL
VOCATIONAL SCHOOL DISTRICT

(print name)

(print title)

By: _____
(signature)

Date: _____

DESIGNER:
DRUMMEY ROSANE ANDERSON, INC.

(print name)

(print title)

By: _____
(signature)

Date: February 22, 2024



PROFESSIONAL SERVICES SUPPLEMENT

PSS No. 4

In accordance with the AGREEMENT dated: May 15, 2023

BETWEEN: South Shore Regional Vocational Technical School District and: Drummey Rosane Anderson, Inc.

for the Project: (Insert Project name and address as it appears in the Agreement.) South Shore Regional Vocational Technical High School

Authorization is [X] given [] requested [X] to proceed with Additional Services [] to proceed with revised scope of Basic Services [X] to incur Reimbursable Expenses

OR

Notification is made [] of the need to proceed with Contingent Additional Services [] of the need for other Services

as follows:

For the following services in accordance with the Agreement Article 9 Reimbursable Expenses: Costs for LEED for Schools Registration per attached invoice from GBCI Cost: \$1,350.00

The following adjustments shall be made to compensation and time.

Compensation: (Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Proposal submitted by CDW Consultants dated August 17, 2023 SubTotal : \$1,350.00 plus DRA at 10% :\$135. TOTAL : \$1,485.00

Time: (Insert provisions covering time of commencement and completion of authorized services as applicable.)

Refer to GBCI Invoice dated 12/27/2023.

***** PROMPT WRITTEN NOTICE IS REQUIRED IF THE SERVICES INDICATED ARE NOT NEEDED *****

SUBMITTED BY: Drummey Rosane Anderson, Inc.

AUTHORIZATION IS GIVEN or NOTIFICATION IS ACKNOWLEDGED BY: South Shore Regional Vocational School District

(Signature) [Handwritten Signature]

(Signature)

Carl Franceschi Principal (Printed name and title)

(Printed name and title)

February 12, 2024 (Date)

(Date)



Green Business Certification Inc.
 2101 L Street, NW,
 Washington, D.C. 20037
 1-800-795-1746
 202-828-1145
 www.gbci.org/contact

INVOICE

Invoice # : 91719947
 Order # : 13016447
 Invoice Date : Dec 27, 2023

Bill To:

South Shore Vocational Technical High Sc
 476 Webster Street
 HANOVER , MA 02339 US
 agavorbrodt@yahoo.com

Project ID: 1000190347
 Project Name: South Shore Vocational Technical High
 USGBC Member Company : VvS Architects & Consultants

Item Description	Quantity	List Price/Unit	Promo Code Discount	Amount
LEED for Schools Registration	1	\$ 1,350.00	(\$ 0.00)	\$ 1,350.00
Shipping/Handling				\$ 0.00
Sales Tax				\$ 0.00
Total Due				\$ 1,350.00

DETACH AND SUBMIT WITH PAYMENT

Invoice # : 91719947
 Order # : 13016447
 Invoice Date : Dec 27, 2023
 Total Due : \$ 1,350.00

Thank you for choosing LEED! We really appreciate your business - please remit payment within 30 calendar days.
 Payment can be provided by credit card, check or wire transfer. Make checks payable to Green Business Certification Inc.
 Please include the invoice number to ensure prompt processing.
 If you have any questions please contact billing@gbci.org, our team is here to help!



Remit Payment by Wire or EFT :

Beneficiary Name : Green Business Certification Inc.
Beneficiary Address : 2101 L Street NW, Washington, D.C. 20037
Bank Name : PNC Bank, N.A.
Bank Address : 1600 Market Street Philadelphia, PA 19102
Bank Account # : 5306441186
ABA Routing # : 031000053
Swift Code# : PNCCUS 33

Remit Payment by Check:

Green Business Certification Inc.
PO Box 822964
Philadelphia, PA 19182-2964

Thank you for choosing LEED! We really appreciate your business - please remit payment within 30 calendar days. Payment can be provided by credit card, check or wire transfer. Make checks payable to Green Business Certification Inc. Please include the invoice number to ensure prompt processing.
If you have any questions please contact billing@gbci.org, our team is here to help!



PROFESSIONAL SERVICES SUPPLEMENT

PSS No. 5

In accordance with the AGREEMENT dated: May 15, 2023

BETWEEN: South Shore Regional Vocational Technical School District and: Drummey Rosane Anderson, Inc.

for the Project: (Insert Project name and address as it appears in the Agreement.) South Shore Regional Vocational Technical High School

Authorization is [X] given [] requested [X] to proceed with Additional Services [] to proceed with revised scope of Basic Services [X] to incur Reimbursable Expenses

OR

Notification is made [] of the need to proceed with Contingent Additional Services [] of the need for other Services

as follows:

Revised services in accordance with the Agreement Article 9 Reimbursable Expenses: Wetlands Flagging & Topographic Survey as described in the attached proposal from McKenzie Engineering Group dated August 3, 2023.

Table with 4 columns: Includes, Amount, Additional Fee, Total Fee. Rows include WELANDS DELINEATION & REPORT, EXISTING CONDITIONS FIELD SURVEY, EXISTING CONDITIONS PLAN PREPARATION, and AS-BUILT PLAN 436 WEBSTER STREET.

The following adjustments shall be made to compensation and time.

Compensation: (Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Revised Proposal submitted by McKenzie Engineering Group for the additional fee requested: SubTotal: \$4,500 plus DRA at 10% :\$450. TOTAL: \$4,950

Time: (Insert provisions covering time of commencement and completion of authorized services as applicable.)

Refer to McKenzie Engineering Group Invoice dated 11/06/2023.

***** PROMPT WRITTEN NOTICE IS REQUIRED IF THE SERVICES INDICATED ARE NOT NEEDED *****

SUBMITTED BY: Drummey Rosane Anderson, Inc.

AUTHORIZATION IS GIVEN or NOTIFICATION IS ACKNOWLEDGED BY: South Shore Regional Vocational School District

(Signature) [Handwritten Signature]

(Signature)

Carl Franceschi Principal (Printed name and title)

(Printed name and title)

February 13, 2024 (Date)

(Date)

McKenzie Engineering Group, Inc.

150 Longwater Drive
Norwell, MA 02061
781.792.3900
www.mckeng.com



INVOICE

BILL TO

223-190 So. Shore Voc. Tech.
High School, Hanover, MA
DRA
Howard Clock Building
260 Charles Street, Studio 300
Waltham, MA 02453

INVOICE # 223-901
DATE 11/06/2023
DUE DATE 12/06/2023
TERMS Net 30

INVOICE PERIOD

7/1/23 to 11/5/23

DESCRIPTION	HOURS	RATE	AMOUNT
Perform the following Scope of Services in accordance with Agreement dated October 20, 2023:			
1.0 EXISTING CONDITIONS PLAN – 476 WEBSTER STREET			
1.1 Wetland Delineation and Report - \$3,000			
1.2 Existing Conditions Field Survey - \$12,000			
1.3 Existing Conditions Plan Preparation - \$7,500			
2.0 AS-BUILT PLAN – 436 WEBSTER STREET - \$3,500			
Subtotal Labor Charges:			26,000.00
BALANCE DUE			\$26,000.00

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	\$28,050	\$ 428,050	\$ 428,050	100%	\$ 265,900	62%	\$ 162,150	1
0002-0000	A&E Feasibility Study/Schematic Design	\$ 1,100,000		\$ 1,100,000	\$ 1,066,385	97%	\$ 539,446	49%	\$ 560,554	
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	
	SUB-TOTAL	\$ 2,000,000	\$ -	\$ 2,000,000	\$ 1,494,435	75%	\$ 805,346	40%	\$ 1,194,654	

TOTAL PROJECT BUDGET	\$ 2,000,000	\$ -	\$ 2,000,000	\$ 1,494,435	75%	\$ 805,346	40%	\$ 1,194,654	
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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					
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:

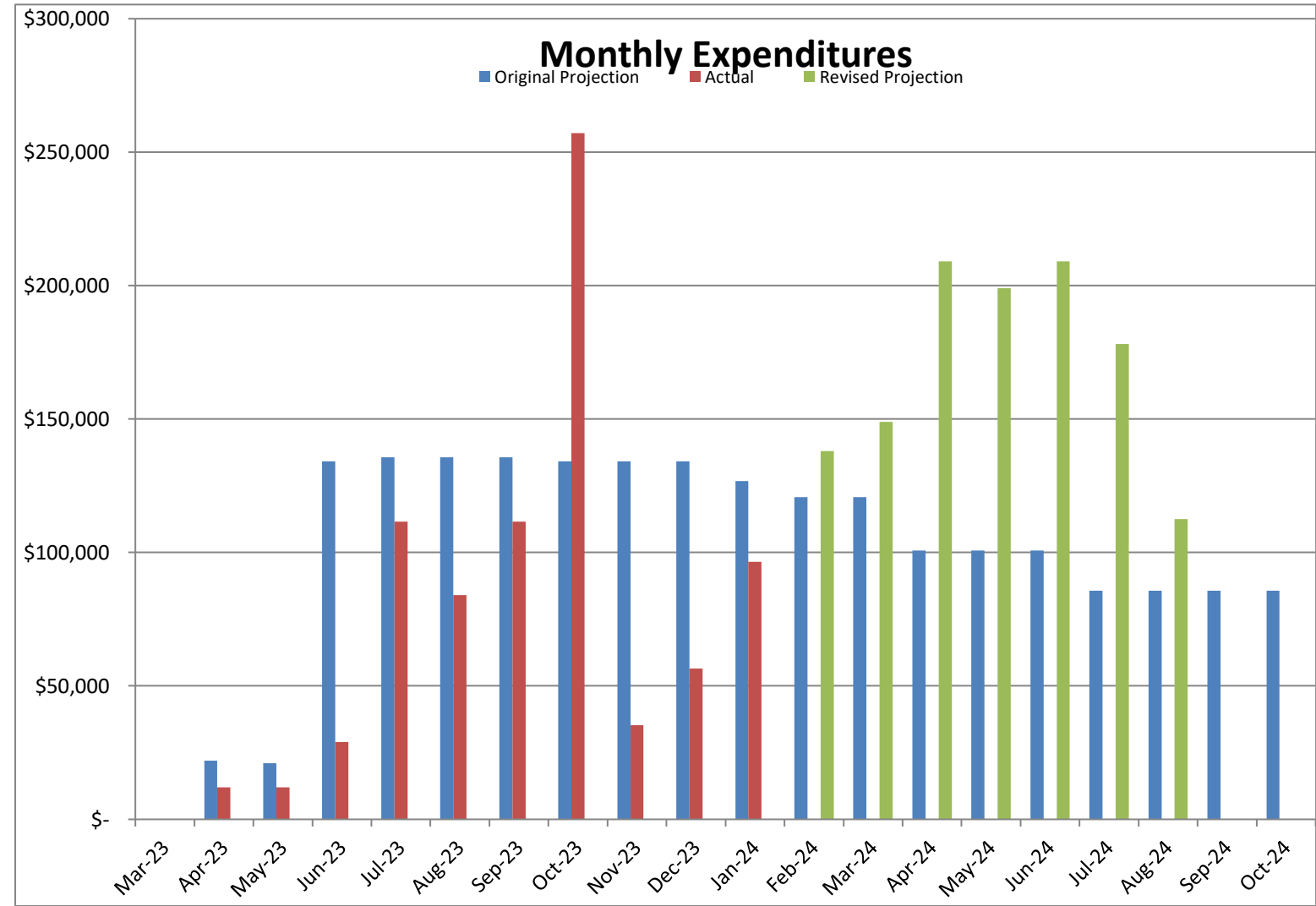
FSA BRR	1	12/14/2023	Transfer \$28,050 from Other Contingency to OPM Feasibility Study/Schematic Design to fund Cost Estimating Services for Preferred Schematic Report and Schematic Design Phases
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South Shore Regional Vocational Technical High School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

February 29, 2024

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	\$ 96,485	\$ -
Feb-24	\$ 120,706		\$ 138,000
Mar-24	\$ 120,706		\$ 149,000
Apr-24	\$ 100,706		\$ 209,000
May-24	\$ 100,706		\$ 199,000
Jun-24	\$ 100,706		\$ 209,000
Jul-24	\$ 85,706		\$ 178,150
Aug-24	\$ 85,706		\$ 112,504
Sep-24	\$ 85,706		\$ -
Oct-24	\$ 85,704		\$ -
Total:	\$ 2,000,000	\$ 805,346	\$ 2,000,000

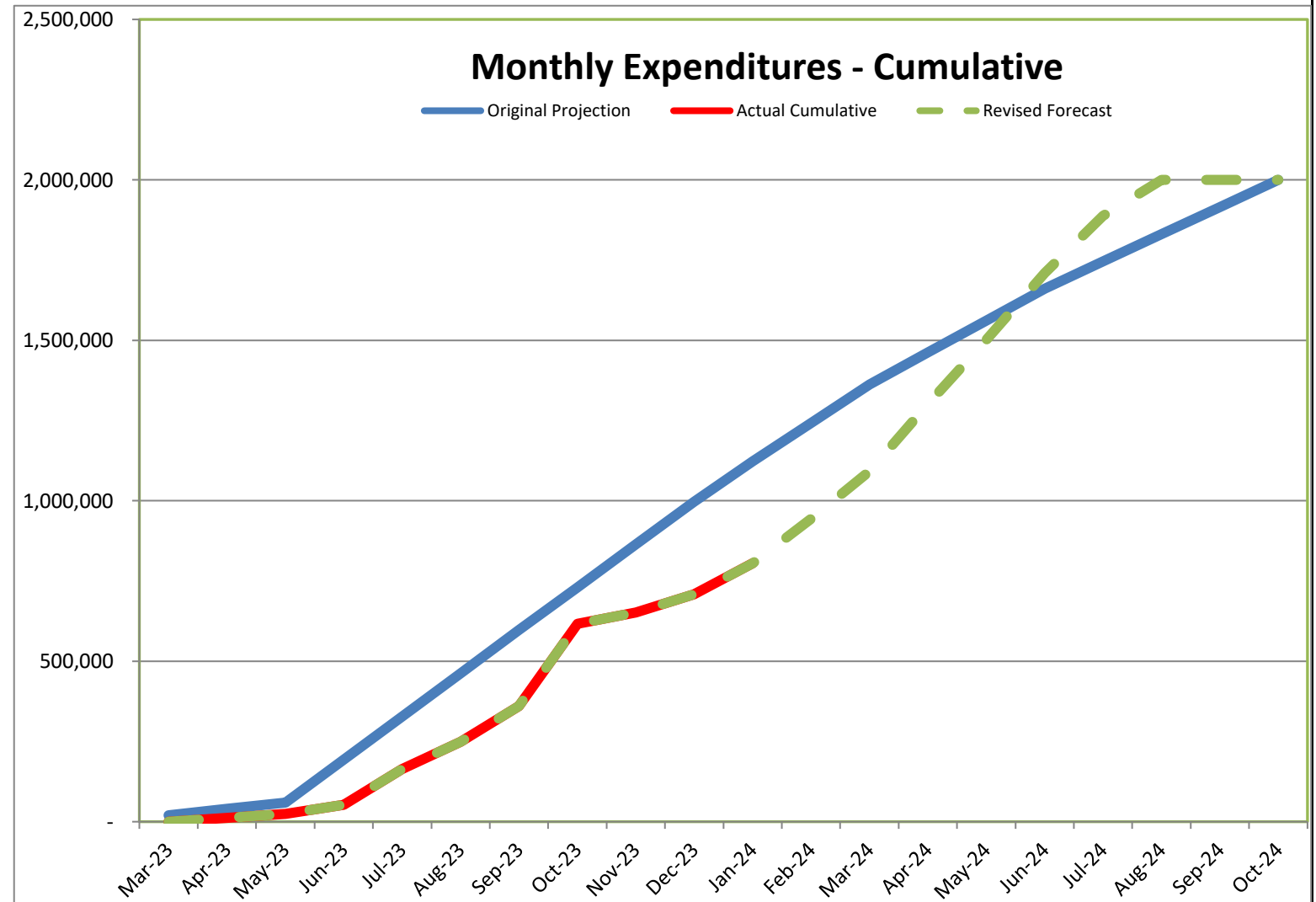


South Shore Regional Vocational Technical High School - Hanover, MA

February 29, 2024

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	\$ 708,861
Jan-24	1,122,648	\$ 805,346	\$ 805,346
Feb-24	1,242,354		\$ 943,346
Mar-24	1,362,060		\$ 1,092,346
Apr-24	1,461,766		\$ 1,301,346
May-24	1,561,472		\$ 1,500,346
Jun-24	1,661,178		\$ 1,709,346
Jul-24	1,745,884		\$ 1,887,496
Aug-24	1,830,590		\$ 2,000,000
Sep-24	1,915,296		\$ 2,000,000
Oct-24	2,000,000		\$ 2,000,000
Total:	\$ 2,000,000	\$ 805,346	\$ 2,000,000



SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
Preliminary Project Schedule



2/29/2024

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]	329	Wednesday, May 31, 2023	Wednesday, April 24, 2024
Preliminary Design Program (PDP)	219	Wednesday, May 31, 2023	Friday, January 5, 2024
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

** Submit PDP to the MSBA **	1	Friday, October 27, 2023	Friday, October 27, 2023
MSBA PDP Review	412	Friday, October 27, 2023	Wednesday, December 11, 2024
Receive MSBA PDP comments	1	Monday, December 11, 2023	Monday, December 11, 2023
District returns responses to MSBD PDP comments	1	Friday, January 5, 2024	Friday, January 5, 2024
Preferred Schematic Report (PSR)	178	Monday, October 30, 2023	Wednesday, April 24, 2024
Prepare and Submit Project Notification to Mass Historical Commission and Receive MHC Response	32	Friday, February 16, 2024	Monday, March 18, 2024
SBC Vote to Submit PSR	1	Thursday, February 22, 2024	Thursday, February 22, 2024
*** Submit PSR to the MSBA ***	1	Thursday, February 29, 2024	Thursday, February 29, 2024
MSBA Review Period	22	Friday, March 1, 2024	Friday, March 22, 2024
Respond to MSBA PSR review comments	15	Monday, March 25, 2024	Monday, April 8, 2024
MSBA Facilities Assessment Committee (FAS) review (3/13 or 3/27)	15	Wednesday, March 13, 2024	Wednesday, March 27, 2024
Respond to MSBA FAS Comments	8	Wednesday, March 27, 2024	Wednesday, April 3, 2024
★★MSBA BOD Mtg - PSR - Proceed to Schematic★★	1	Wednesday, April 24, 2024	Wednesday, April 24, 2024
Schematic Design [MOD 4]	306	Thursday, April 25, 2024	Monday, February 24, 2025
DESE submittal (confirm submittal date with MSBA)	1	Thursday, August 29, 2024	Thursday, August 29, 2024
MSBA Review of DESE Submittal	22	Friday, August 30, 2024	Friday, September 20, 2024
DESE Review and Approval	22	Saturday, September 21, 2024	Saturday, October 12, 2024
Schematic Design Submittal	128	Wednesday, April 24, 2024	Thursday, August 29, 2024
SD Cost Estimates and Reconciliation	29	Monday, July 1, 2024	Monday, July 29, 2024
MSBA and Bond Counsel to Review Vote Language	15	Monday, August 12, 2024	Monday, August 26, 2024
Submit SD Budget to MSBA	1	Thursday, August 15, 2024	Thursday, August 15, 2024
SBC Vote to Approve SD Submission to MSBA	1	Thursday, August 15, 2024	Thursday, August 15, 2024
MSBA Schematic Design Notification	1	Thursday, August 15, 2024	Thursday, August 15, 2024
** Schematic Design Submitted to the MSBA **	1	Thursday, August 29, 2024	Thursday, August 29, 2024
MSBA Project Scope and Budget meeting	1	Wednesday, October 30, 2024	Wednesday, October 30, 2024
MSBA Review Comments Issued	22	Thursday, August 29, 2024	Thursday, September 19, 2024
Respond to MSBA Comments	15	Friday, September 20, 2024	Friday, October 4, 2024
★★MSBA BOD Meeting - SD Approval★★	1	Wednesday, October 30, 2024	Wednesday, October 30, 2024
120-day duration to secure funding authorization	121	Wednesday, October 30, 2024	Thursday, February 27, 2025
District executes PSBA	8	Wednesday, October 30, 2024	Wednesday, November 6, 2024
★★District Wide Ballot★★	1	Saturday, January 25, 2025	Saturday, January 25, 2025
★★Execute PFA★★	1	Monday, February 24, 2025	Monday, February 24, 2025
CM PROCUREMENT [applicable if committee decides to utilize CM-R methodology]	-218	Saturday, December 14, 2024	Friday, May 10, 2024
SBC Approves Use of CM at Risk Delivery & Selection Committee	1	Saturday, December 14, 2024	Saturday, December 14, 2024
Prequalification Committee is formed (PQC)	1	Thursday, February 22, 2024	Thursday, February 22, 2024
Selection Committee is formed (SC)	1	Thursday, February 22, 2024	Thursday, February 22, 2024
CM at Risk Application & Submit to OIG (If Applicable)	1	Friday, January 19, 2024	Friday, January 19, 2024
Office of Inspector General Review & Approval	1	Friday, February 16, 2024	Friday, February 16, 2024
CM at Risk RFQ Issued	1	Wednesday, March 6, 2024	Wednesday, March 6, 2024
CM at Risk SOQs Due	1	Wednesday, March 20, 2024	Wednesday, March 20, 2024
CM at Risk RFP Issued	1	Wednesday, April 3, 2024	Wednesday, April 3, 2024
CM at Risk Proposals Due	1	Wednesday, April 24, 2024	Wednesday, April 24, 2024

CM at Risk Interviews (notify CMs that all will be interviewed on this date in RFP)	1	Monday, May 6, 2024	Friday, May 10, 2024
CM at Risk Award / Notice to Proceed	1	Friday, May 10, 2024	Friday, May 10, 2024
Preconstruction	759	Friday, May 10, 2024	Monday, June 8, 2026
Design Development	177	Thursday, January 2, 2025	Friday, June 27, 2025
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
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