

SOUTH SHORE REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

Hanover, MA



OPM Monthly Project Update Report

October 2024

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

During the month of October, the Project Team has continued to meet on a weekly basis to discuss programming, schedule, and budget. Moving forward, Suffolk Construction will be present for Project Team meetings to provide insight into cost estimating data and construction logistics. As indicated below, the Project received approval at the October 30th MSBA Board Meeting.

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 October 2024

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

| | |
|----------|------------------------------|
| 10/01/24 | Weekly Project Team Meeting |
| 10/02/24 | Weekly Working Group Meeting |
| 10/08/24 | Weekly Project Team Meeting |
| 10/09/24 | Weekly Working Group Meeting |
| 10/15/24 | Weekly Project Team Meeting |
| 10/16/24 | Weekly Working Group Meeting |
| 10/22/24 | Weekly Project Team Meeting |
| 10/23/24 | Weekly Working Group Meeting |
| 10/29/24 | Weekly Project Team Meeting |
| 10/30/24 | Weekly Working Group Meeting |

XIV. TASKS PLANNED FOR November 2024

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

| | |
|----------|------------------------------|
| 11/5/24 | Weekly Project Team Meeting |
| 11/6/24 | Weekly Working Group Meeting |
| 11/12/24 | Weekly Project Team Meeting |
| 11/13/24 | Weekly Working Group Meeting |
| 11/19/24 | Weekly Project Team Meeting |

| | |
|----------|-----------------------------------|
| 11/20/24 | Weekly Working Group Meeting |
| 11/20/24 | School Building Committee Meeting |
| 11/26/24 | Weekly Project Team Meeting |

XV. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$67,446.00 this month.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated October 31, 2024.

XVI. 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.

XVII. CONTRACT AMENDMENTS/BUDGET TRANSFERS

There were no Contract Amendments or Budget Transfers during the month October, 2024.

Refer to the attached Total Project Budget Status Report, dated October 31, 2024.

XVIII. 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 October 2024:

| | | | |
|---------------------|----|-----------------------------------|-------|
| Minority Hours: | 0 | Minority Workforce Participation: | 0.00% |
| Women Hours: | 5 | Women Workforce Participation: | 6.17% |
| Total Hours Worked: | 81 | | |

XIX. 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 have been a number of Community Forums during the past several months. During the month of July the Project Team attended meeting with the Town officials in Hanover on July 11th and a meeting with abutters on July 31st. Additionally, during August, September, and October the project team continued to meet with local officials and residents in all nine communities to discuss the project. Each Forum has been and will continue to be held in a different 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.

XX. ATTACHMENTS

MSBA Online Report Submission, dated November 7, 2024
Total Project Budget Status Report, dated October 31, 2024
Monthly and Cumulative Cash Flow Reports, dated October 31, 2024
Preliminary Project Schedule, dated October 31, 2024

DRAFT

Leftfield, LLC

Jennifer Carlson

Progress Report as of Date 10/31/2024

| | | | |
|---------------------------------|---------------------------------------|---|----------------|
| District Name | South Shore Regional Voc Tech | MSBA ID | 202108730605 |
| School Name | South Shore Vocational Technical High | Project Name | |
| OPM Firm Name | Leftfield, LLC | School Building Committee Representative | Robert Heywood |
| 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) | \$1,640,630 |
| General Contractor Firm Name | Suffolk Construction Company | Total Project Invoices Received (to Date) | \$1,602,864 |
| General Contractor Contact Name | Keith Couch | Project Completion Percentage | 80% |

OPM Leftfield, LLC

Progress Report as of Date 10/31/2024

Contract Summary

Payment Summary

| | | | |
|---|-----------|--------------------------------------|-----------|
| Original Contract Amount | \$180,000 | Total Contract Amount | \$428,908 |
| Contract Amendments (to Date) | 3 | Invoices Paid (to Date) | \$428,908 |
| Value of Contract Amendments (to Date) | \$248,908 | Invoices Received (Reporting Period) | \$0 |
| Total Contract Amount | \$428,908 | Contract Amount Remaining | \$0 |
| Contract Amendments as Percentage of Original Contract Amount | 138.3% | | |

| | |
|-----------------------------------|---|
| OPM Activities (Reporting Period) | II. 10/01/24 Weekly Project Team Meeting III. 10/02/24 Weekly Working Group Meeting IV. 10/08/24 Weekly Project Team Meeting V. 10/09/24 Weekly Working Group Meeting VI. 10/15/24 Weekly Project Team Meeting VII. 10/16/24 Weekly Working Group Meeting VIII. 10/22/24 Weekly Project Team Meeting IX. 10/23/24 Weekly Working Group Meeting X. 10/29/24 Weekly Project Team Meeting XI. 10/30/24 Weekly Working Group Meeting |
| Project Budget Status | Expenditures against this budget totaled \$67,446 this month. Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated October 31, 2024. |
| MSBA Closeout Status | This project is in Schematic Design. |
| Potential Issues | There are no potential issues at this time. |

DESIGNER Drummey Rosane Anderson, Inc.

Progress Report as of Date 10/31/2024

Contract Summary

Payment Summary

| | | | |
|---|-------------|--------------------------------------|-------------|
| Original Contract Amount | \$1,000,000 | Total Contract Amount | \$1,161,722 |
| Contract Amendments (to Date) | 5 | Invoices Paid (to Date) | \$1,106,510 |
| Value of Contract Amendments (to Date) | \$161,722 | Invoices Received (Reporting Period) | \$17,446 |
| Total Contract Amount | \$1,161,722 | Contract Amount Remaining | \$37,766 |
| Contract Amendments as Percentage of Original Contract Amount | 16.2% | | |

| | | | |
|-----------------------|-------|---------------------------------------|------|
| <u>MBE/WBE</u> | | <u>Workforce Participation</u> | |
| MBE Percentage | 6.6% | Total Hours | 81 |
| MBE Actual | 6.8% | Minority Hours | 0 |
| WBE Percentage | 15.0% | Minority Percentage | 0.0% |
| WBE Actual | 15.0% | Minority Workforce Participation | |
| | | Female Hours | 5 |
| | | Female Percentage | 6.2% |
| | | Female Workforce Participation | |

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 | Approved Project Vote Pending | Phase Scheduled Completion Date | 2/27/2025 |
| Designer Activities (Reporting Period) | II. 10/01/24 Weekly Project Team Meeting III. 10/02/24 Weekly Working Group Meeting IV. 10/08/24 Weekly Project Team Meeting V. 10/09/24 Weekly Working Group Meeting VI. 10/15/24 Weekly Project Team Meeting VII. 10/16/24 Weekly Working Group Meeting VIII. 10/22/24 Weekly Project Team Meeting IX. 10/23/24 Weekly Working Group Meeting X. 10/29/24 Weekly Project Team Meeting XI. 10/30/24 Weekly Working Group Meeting | | |

| | |
|---------------------------------|--------------------------------------|
| 30 Day Look Ahead | |
| Commissioning Consultant | This project is in Schematic Design. |
| Commissioning Consultant Status | This project is in Schematic Design. |

| | | |
|---------------------------|-------------------------------------|--|
| GENERAL CONTRACTOR | Suffolk Construction Company | Progress Report as of Date 10/31/2024 |
|---------------------------|-------------------------------------|--|

Contract Summary

| | |
|--|--------------|
| Original Contract Amount (including CM-At-Risk Amendments) | \$50,000 |
| Change Orders (to Date) | |
| Value of Change Orders (to Date) | |
| Total Contract Amount | \$50,000 |
| Procurement Type | Undetermined |

Payment Summary

| | |
|--------------------------------------|----------|
| Total Contract Amount | \$50,000 |
| Invoices Paid (to Date) | \$0 |
| Invoices Received (Reporting Period) | \$50,000 |
| Contract Amount Remaining | \$0 |

Change Orders as Percentage of Original Contract Amount

Pending Change Orders

Change Order Status This project is in Schematic Design.

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

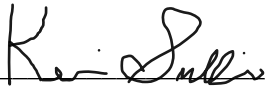
| | |
|--|--------------------------------------|
| Notice to Proceed Date | |
| Physical Progress | |
| Substantial Completion Date (Reported) | |
| Substantial Completion Date (Contract) | |
| Substantial Completion Date (Certificate) | |
| Construction Progress (Reporting Period) | This project is in Schematic Design. |
| 30 Day Look Ahead | This project is in Schematic Design. |
| Overall Schedule Assessment | This project is in Schematic Design. |
| Problems Identified (Schedule or Construction) | This project is in Schematic Design. |
| Quality Control | This project is in Schematic Design. |
| Safety Compliance | This project is in Schematic Design. |
| Number of Claims (to Date) | |
| Value of Claims (to Date) | |
| Comments | |
| Recorded Manpower (Reporting Period) | This project is in Schematic Design. |
| Contractor Closeout Status | This project is in Schematic Design. |

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

Kevin Sullivan _____ Print Name

 _____ Signature

11/6/2024 _____ Date

MEMORANDUM

To: South Shore Tech School Building Committee
 From: Kevin Sullivan, LeftField, LLC
 Date: November 5, 2024
 Re: South Shore Regional Vocational Technical HS Project – October 2024 Invoice Summary
 Cc: Linda Liporto, Jim Rogers, Lynn Stapleton, 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 \$ |
| 0002-0000 | 10/31/24 | DRA | 07-01 | A/E - Feasibility Study/ Schematic Design | Amendment #5 – Traffic Study Services Amendment | \$17,446.00 |
| 0004-0000 | 10/31/24 | Suffolk | 01-224186.01 | Other- Feasibility Study/ Schematic Design | CM@Risk Pre-Construction Services | \$50,000.00 |
| | | | | | TOTAL: | \$67,446.00 |

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 October 2024 OPM Monthly Report was electronically submitted to the MSBA and to the School Building Committee and South Shore Tech School District by the required November 12, 2024 deadline. All invoices above were included in the October 2024 Project Budget Report unless rejected by the School Building Committee.

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



Invoice

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

October 31, 2024
Project No: 23010.07
Invoice No: 0000001

Project: 23010.07 South Shore Regional HS-PSS 7 Traffic St

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

| | | | |
|--------------------------|---------------------------|------------------|--------------------|
| Bryant Associates, Inc. | | 15,860.00 | |
| Total Consultants | 1.1 times | 15,860.00 | 17,446.00 |
| | Total this Invoice | | \$17,446.00 |

If you have any questions regarding this invoice, please contact Ilona Navez at e-mail inavez@draws.com.
cc: jcarlson@leftfieldpm.com

September 30, 2024
BAI No: 223078
Via Email: JChristopher@draws.com

R. Judd Christopher
Drummey Rosane Anderson, Inc.
260 Charles Street, Studio 300
Waltham, MA 02453

REFERENCE: **South Shore Regional Vocational Technical High School Preliminary TIA
Hanover, MA
Invoice No. 223078A-1
Period: Through August 31, 2024**

| Description | Approved Fee | % Complete | Total Fee Earned | Previous Fee Billing | Current Fee Billing | Remaining Fee |
|------------------------------------|--------------|------------|------------------|----------------------|---------------------|---------------|
| Additional Traffic Impact Analysis | 24,400.00 | 65.00% | 15,860.00 | 0.00 | 15,860.00 | 8,540.00 |

TOTAL DUE THIS INVOICE \$15,860.00

Please Remit Payment to:
Bryant Associates, Inc.
90 Canal Street, Suite 301
Boston, MA 02114

cc: inavez@draws.com



Invoice No. 223078A-1
Period: Through August 31, 2024

PROGRESS REPORT

- Coordination with Drummey Rosane Anderson, Inc. (DRA).
- Began work on the traffic impact analysis for the proposed school, including data collection, traffic safety analysis, traffic capacity analysis, trip generation, and preparation of the report.
- Provided trip generation for the proposed school to DRA on July 23, 2024 for MEPA.
- Submitted to DRA, on August 23, 2024, the traffic impact analysis for the proposed school.



INVOICE #1

65 Allerton St
Boston, MA 02119
Tel: 617-445-3500

TO:
South Shore Regional School District
476 Webster St
Hanover, MA 02339

Invoice Number: 224186.01-001
Invoice Date: August 31, 2024
SCCI Project #: 224186.01

RE:
Preconstruction Services

| ITEM | DESCRIPTION | AMOUNT |
|------|---|-----------------|
| | <u>Project Name</u> | |
| 1 | South Shore Regional Vocational Technical High School | |
| 2 | | |
| 3 | SD Preconstruction Services | \$50,000 |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |
| 11 | | |
| 12 | | |
| 13 | | |
| 14 | | |
| 15 | | |
| 16 | | |
| 17 | | |
| 18 | | |
| 19 | | |
| | Total | \$50,000 |

Questions concerning this invoice?
Call: 617-445-3500

MAKE ALL CHECKS PAYABLE TO:
Suffolk Construction Co., Inc.
65 Allerton St
Boston, MA 02119

\$50,000
PAY THIS
AMOUNT

Payment due in accordance with Agreement

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 | \$ 428,908 | 100% | \$ 428,908 | 100% | \$ (858) | |
| 0002-0000 | A&E Feasibility Study/Schematic Design | \$ 1,100,000 | | \$ 1,100,000 | \$ 1,161,722 | 106% | \$ 1,123,956 | 102% | \$ (23,956) | |
| 0003-0000 | Environmental & Site | \$ 300,000 | | \$ 300,000 | \$ - | 0% | \$ - | 0% | \$ 300,000 | |
| 0004-0000 | Other | \$ 200,000 | \$ (28,050) | \$ 171,950 | \$ 50,000 | 29% | \$ 50,000 | 29% | \$ 121,950 | |
| | SUB-TOTAL | \$ 2,000,000 | \$ - | \$ 2,000,000 | \$ 1,640,630 | 82% | \$ 1,602,864 | 80% | \$ 397,136 | |

| | | | | | | | | | |
|-----------------------------|---------------------|-------------|---------------------|---------------------|------------|---------------------|------------|-------------------|--|
| TOTAL PROJECT BUDGET | \$ 2,000,000 | \$ - | \$ 2,000,000 | \$ 1,640,630 | 82% | \$ 1,602,864 | 80% | \$ 397,136 | |
|-----------------------------|---------------------|-------------|---------------------|---------------------|------------|---------------------|------------|-------------------|--|

| 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% |

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 | \$ 29,000 | \$ - |
| Mar-24 | \$ 120,706 | \$ 84,000 | \$ - |
| Apr-24 | \$ 100,706 | \$ 119,000 | \$ - |
| May-24 | \$ 100,706 | \$ 128,689 | \$ - |
| Jun-24 | \$ 100,706 | \$ 100,000 | \$ - |
| Jul-24 | \$ 85,706 | \$ 138,074 | \$ - |
| Aug-24 | \$ 85,706 | \$ 128,132 | \$ - |
| Sep-24 | \$ 85,706 | \$ 3,177 | \$ - |
| Oct-24 | \$ 85,704 | | \$ - |
| Nov-24 | \$ - | | \$ 67,446 |
| Dec-24 | | | \$ 397,136 |
| Total: | \$ 2,000,000 | \$ 1,535,417 | \$ 1,999,999 |

