

MICHAEL DRISCOLL SCHOOL

Brookline, MA



OPM Monthly Project Update Report

May 2020

FS	SD	DD	CD	BIDDING	CONSTRUCTION	CLOSEOUT	SITE
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I. EXECUTIVE SUMMARY

The Gilbane team was introduced to the Community during a meeting held on May 6, 2020. The discussion at this meeting included approaches to site safety, project logistics, noise, work hours, fence limits, and progress on an area for temporary play space during construction. Many residents from the neighborhood including parents of Driscoll students, nearby business owners, and abutters attended the meeting, which was recorded and posted to the project website.



Westbourne Terrace Elevation



Washington Street Elevation

Elevations in Context with Neighborhood

During the month of May, Gilbane and JLA's Estimators developed two cost estimates based on the 50% Design Development Documents that were issued by JLA on April 20, 2020. The estimates were reconciled through a series of meetings held the week of May 11, 2020. The Project Team is currently working with the Town to identify and price items that could be value engineered out of the project to ensure that the 100% DD cost estimate comes in on or under budget.

With the spread of Covid-19 continuing during the month of May, the Project Team has continued holding all meetings online. Despite the uncertainty of today's environment, the Project Team continues to mindfully push ahead to maintain progress in order to stay on schedule.



View from Westbourne Terrace over Playgrounds



View from Westbourne Terrace at Elevated Play Space

With Gilbane fully engaged in the project at this point, the Project Team has met to review constructability of the project and specific site details that have direct impacts on schedule and budget. As an example, JLA and their Consultants have been working with Gilbane to further develop a plan to reroute a drain line that currently cuts through the site in the location of the new building's footprint.

The next Design Review Committee meeting was postponed from May 11, 2020 to June 8, 2020 in order to incorporate information gleaned from the 50% DD Estimates into the design and presentation to ensure the update takes into consideration costs.

A geothermal test well was installed on site during the month of April. Installation of the well was completed on April 29, 2020. The installed well rested for one week in order to cool down prior to being tested from May 6, 2020 through May 8, 2020. The well was capped and for future use. Results of the testing have come back and JLA's Consultant GGD is

using the information to inform the number and depth of wells and overall capacity of the well field required on site to meet the building's energy demands.



Geothermal Test Well Installed

II. TASKS COMPLETED THROUGH MAY 2020

The following tasks were completed in the month May 2020:

- 05/01/20 Meeting with Gilbane and JLA to review 50% DD Civil Drawings
- 05/04/20 Meeting with Gilbane and the Town to prepare for the 5/6 Community Forum.
- 05/04/20 Design Subcommittee Workshop #6 to review acoustics, balconies and stair, project areas, exterior lighting, and artifacts from the existing Driscoll School.
- 05/05/20 Meeting with Gilbane and the Town to review WebEx features in preparation of the 5/6 Community Forum.
- 05/05/20 LeftField prepared and submitted the April OPM Monthly Report
- 05/06/20 Community Forum to introduce Gilbane and review community questions and concerns regarding the construction process
- 05/07/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.
- 05/11/20 Cost Reconciliation kickoff with CHA, JLA's estimating team, and

- Gilbane's estimating team. Architectural, Landscape and Structural were reviewed.
- 05/12/20 Building Commission Meeting
 - 05/13/20 Day 2 of the Cost Reconciliation meeting with CHA, JLA's estimating team, and Gilbane's estimating team. Civil, MEP and Architectural continued were reviewed.
 - 05/14/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.
 - 05/15/20 Meeting held to review design options and solutions for drain line that cuts through site.
 - 05/21/20 School Building Advisory Committee Meeting to discuss design, budget and schedule updates.
 - 05/21/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.
 - 05/21/20 The first Planning Board Meeting for the Driscoll School held via WebEx. Design Advisory Team (DAT) was established.
 - 05/27/20 Review comments received from DESE after review of the package sent in for review in April.
 - 05/28/20 Meeting to review project civil details with Town Water Dept.
 - 05/28/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.

III. TASKS PLANNED FOR JUNE 2020

The following tasks are planned for the month of June 2020:

- 06/02/20 Meeting to prepare for the 06/08/20 Park and Playground Design Review Committee Meeting
- 06/02/20 LeftField prepared and submitted the May OPM Monthly Report
- 06/03/20 Meeting with the Working Group to review potential VE items to incorporate into the 100% DD Documents.
- 06/04/20 Meeting to review project civil details with Town Engineering Dept.
- 06/04/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.
- 06/08/20 Park and Playground Design Review Committee meeting #4.
- 06/09/20 Building Commission Meeting
- 06/11/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.
- 06/17/20 First meeting of the Design Advisory Team (DAT) to kick off the review as part of the Planning Board review process.

- 06/18/20 Working Group meeting to prepare for 06/25/20 SBAC meeting.
- 06/18/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.
- 06/23/20 Community Forum #2
- 06/25/20 School Building Advisory Committee Meeting to discuss design, budget and schedule updates.
- 06/25/20 District Staff/Project Team Meeting to review status of tasks on the Project Actions Log.
- 06/26/20 100% Design Development Documents to be issued for pricing.

IV. PROJECT BUDGET OVERVIEW

Expenditures against the budget totaled \$623,383.28 this month, which consisted of OPM and Designer fees for Design Development Phase Services and CM fees for Preconstruction services.

Refer to the attached Total Project Budget Status Report and Cash Flow Charts, dated May 31, 2020.

V. PROJECT SCHEDULE OVERVIEW

The attached Project Schedule reflects progress made during the Design Development Phase during the month of May 2020. Gilbane Building Company has been working to understand the 50% Design Development documents and to develop a schedule that targets a March 1, 2021 start date for concrete work to begin.

The 100% Design Development Submission is scheduled to be submitted on June 26, 2020. The Enabling Work which includes Support of Excavation (SOE), Over-excavation of Foundations and Re-routing of the Drain Line needs to start by October 1, 2020. This is necessary to ensure a start on Foundations in March 2021. The Sitework, in advance of Foundations, will start in February 2021 and Structural Steel is scheduled to start May 1, 2020.

The project started the Planning Board Review process on May 21, 2020. The Design Advisory Team (DAT) was appointed at the May 21 Planning Board Meeting and the first DAT Meeting date is currently scheduled for June 17, 2020. The Planning Board process will take several months to complete and the Project Team has been working closely with the Town to ensure the process is completed on schedule.

Refer to the attached Preliminary Project Schedule, dated May 31, 2020.

VI. CONTRACT AMENDMENTS/BUDGET TRANSFERS

Designer Contract Amendment No. 7 will be presented at the June 9, 2020 Building Commission for approval. This amendment is for Supplemental Geotechnical and Geo-Environmental Subsurface Exploratory work for the relocation of the storm drainage line crossing the building footprint. Two Budget Transfers will be needed to cover the amendment costs. The Total Project Budget Status Report indicates these transfers to show the impact on the budget. To cover the \$50,050.00 amendment amount, a transfer of \$15,263.00 from the remaining \$500,000.00 Reimbursable Contingency budget line and \$34,787.00 from the Owner's Contingency will be required and approval will be requested.

VII. COMMUNITY OUTREACH

On May 6, 2020, the first Community Forum was held since Gilbane joined the Project Team. Gilbane presented on safety, schedule, phasing, and logistics. Many community members attended the online meeting and participated in the hour-long portion of the meeting reserved for community questions and concerns. This meeting was recorded and posted to the Project Website for future reference. The next Community Forum is scheduled for June 23, 2020.

The fourth meeting of the Driscoll School Park and Playground Design Review Committee (DRC) will be held on June 8, 2020. The committee is comprised of two members of the School Committee, two members of the Parks and Recreation Commission, three community members and two additional liaisons. The presentation will incorporate cost information from the 50% DD Cost Estimates, Value-Engineering decisions made as well as a review of the overall development of the design of the space. This meeting was posted to the Town and Project Websites and will be advertised in the June 4, 2020 Brookline TAB.



Development of the Preferred Park & Playground Layout

Information about Public Meetings is constantly being updated on the Project Website, as well as through emails to school parents. The public is encouraged to submit all questions and concerns via the Project Website. Responses to all submitted questions and concerns are provided and posted to the website as well.

VIII. ATTACHMENTS

May 2020 Monthly Invoice Summary
Designer Contract Amendment No. 7
Total Project Budget Status Report, dated May 31, 2020
Monthly and Cumulative Cash Flow Reports, dated May 31, 2020
Preliminary Project Schedule, dated May 31, 2020
CM Preliminary Project Schedule Update, dated, May 31, 2020
CM Breakout Schedule, dated June 1, 2020
Meeting Schedule Matrix - dated June 2, 2020
Actions Log, dated June 2, 2020

Total Project Budget Status Report

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									
OPM Schematic Design	\$ 34,015		\$ 34,015	\$ 34,015	100%	\$ 34,015	100%	\$ -	
A/E Schematic Design	\$ 1,179,260		\$ 1,179,260	\$ 1,179,260	100%	\$ 1,179,260	100%	\$ -	
TOTAL SD	\$ 1,213,275	\$ -	\$ 1,213,275	\$ 1,213,275	100%	\$ 1,213,275	100%	\$ -	
ADMINISTRATION									
Legal Fees	\$ 106,563		\$ 106,563	\$ -	0%		0%	\$ 106,563	
Owner's Project Manager	\$ 3,182,090	\$ -	\$ 3,182,090	\$ 3,182,090	100%	\$ 358,361	11%	\$ 2,823,729	
Design Development	\$ 429,575		\$ 429,575	\$ 429,575	100%	\$ 358,361	83%	\$ 71,214	
Construction Documents	\$ 524,441		\$ 524,441	\$ 524,441	100%	\$ -	0%	\$ 524,441	
Bidding	\$ 188,436		\$ 188,436	\$ 188,436	100%	\$ -	0%	\$ 188,436	
Construction Administration	\$ 1,989,628		\$ 1,989,628	\$ 1,989,628	100%	\$ -	0%	\$ 1,989,628	
Closeout	\$ 50,010		\$ 50,010	\$ 50,010	100%	\$ -	0%	\$ 50,010	
Extra Services	\$ -		\$ -	\$ -		\$ -		\$ -	
Reimbursable Services	\$ -		\$ -	\$ -		\$ -		\$ -	
Cost Estimates	\$ -		\$ -	\$ -		\$ -		\$ -	
Advertising & Printing	\$ 31,969	\$ -	\$ 31,969	\$ 589	2%	\$ 589	2%	\$ 31,380	
TOB Project Management Services	\$ 576,500	\$ -	\$ 576,500	\$ -	0%	\$ -	0%	\$ 576,500	
PSB Project Management Services	\$ 225,000	\$ -	\$ 225,000	\$ -	0%	\$ -	0%	\$ 225,000	
Owner's Insurance	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
Other Administrative Costs	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	
SUB-TOTAL	\$ 4,122,122	\$ -	\$ 4,122,122	\$ 3,182,679	77%	\$ 358,950	9%	\$ 3,763,172	
A&E									
A/E Basic Services	\$ 7,259,063	\$ -	\$ 7,259,063	\$ 7,259,063	100%	\$ 1,451,813	20%	\$ 5,807,250	
Design Development	\$ 1,814,766		\$ 1,814,766	\$ 1,814,766	100%	\$ 1,451,813	80%	\$ 362,953	
Construction Documents	\$ 2,540,672		\$ 2,540,672	\$ 2,540,672	100%	\$ -	0%	\$ 2,540,672	
Bidding	\$ 290,363		\$ 290,363	\$ 290,363	100%	\$ -	0%	\$ 290,363	
Construction Administration	\$ 2,540,672		\$ 2,540,672	\$ 2,540,672	100%	\$ -	0%	\$ 2,540,672	
Closeout	\$ 72,590		\$ 72,590	\$ 72,590	100%	\$ -	0%	\$ 72,590	
Other Basic Services	\$ -		\$ -	\$ -		\$ -		\$ -	
Extra/Reimbursable Services	\$ 500,000	\$ 152,460	\$ 652,460	\$ 652,460		\$ 166,716		\$ 485,744	
Other Reimbursables	\$ 500,000	\$ (376,827)	\$ 123,173	\$ 123,173	100%	\$ 26,928	22%	\$ 96,245	*1, 2, 3
HazMat (incl. monitoring)	\$ -	\$ 138,512	\$ 138,512	\$ 138,512	100%	\$ -	0%	\$ 138,512	*2
Geotechnical/Geo-Environmental	\$ -	\$ 390,775	\$ 390,775	\$ 390,775	100%	\$ 139,788	36%	\$ 250,987	*3, 4
Site Survey & Site Requirements	\$ -		\$ -	\$ -		\$ -		\$ -	
Wetlands	\$ -		\$ -	\$ -		\$ -		\$ -	
Traffic Studies	\$ -		\$ -	\$ -		\$ -		\$ -	
SUB-TOTAL	\$ 7,759,063	\$ 152,460	\$ 7,911,523	\$ 7,911,523	100%	\$ 1,618,529	20%	\$ 6,292,994	

Total Project Budget Status Report

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
PRE CONSTRUCTION COSTS									
CMR Pre-Con Services	\$ 319,688		\$ 319,688	\$ -	0%	\$ 45,000	14%	\$ 274,688	
SUB-TOTAL	\$ 319,688	\$ -	\$ 319,688	\$ -	0%	\$ 45,000	14%	\$ 274,688	
CONSTRUCTION COSTS									
Construction Budget	\$ 92,909,563	\$ (117,673)	\$ 92,791,890	\$ -	0%	\$ -	0%	\$ 92,791,890	*1
Change Orders	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	\$ -	
SUB-TOTAL	\$ 92,909,563	\$ (117,673)	\$ 92,791,890	\$ -	0%	\$ -	0%	\$ 92,791,890	
OTHER PROJECT COSTS									
Construction Contingency	\$ 4,645,478	\$ -	\$ 4,645,478	\$ -	0%	\$ -	0%	\$ 4,645,478	
Miscellaneous Project Costs	\$ 569,893	\$ -	\$ 569,893	\$ 1,375	0%	\$ -	0%	\$ 569,893	
Utilities & Utility Company Fees	\$ 106,563		\$ 106,563	\$ 1,375	1%	\$ -	0%	\$ 106,563	
Testing & Inspection Services	\$ 127,875		\$ 127,875	\$ -	0%	\$ -	0%	\$ 127,875	
Commissioning	\$ 132,896		\$ 132,896	\$ -	0%	\$ -	0%	\$ 132,896	
Security	\$ 106,653		\$ 106,653	\$ -	0%	\$ -	0%	\$ 106,653	
Moving	\$ 95,906		\$ 95,906	\$ -	0%	\$ -	0%	\$ 95,906	
Other Project Costs	\$ -		\$ -	\$ -	-	\$ -	-	\$ -	
Furnishings and Equipment	\$ 2,774,400	\$ -	\$ 2,774,400	\$ -	0%	\$ -	0%	\$ 2,774,400	
Furnishings	\$ 1,654,400		\$ 1,654,400	\$ -	0%	\$ -	0%	\$ 1,654,400	
Technology Equipment	\$ 1,120,000		\$ 1,120,000	\$ -	0%	\$ -	0%	\$ 1,120,000	
Owner's Contingency	\$ 2,199,793	\$ (34,787)	\$ 2,165,006	\$ -	0%	\$ -	0%	\$ 2,165,006	*4
SUB-TOTAL	\$ 10,189,564	\$ (34,787)	\$ 10,154,777	\$ 1,375	0%	\$ -	0%	\$ 10,154,777	
TOTAL DD-CLO	\$ 115,300,000	\$ -	\$ 115,300,000	\$ 11,095,577	10%	\$ 2,022,478	2%	\$ 113,277,522	
TOTAL PROJECT BUDGET	\$ 116,513,275	\$ -	\$ 116,513,275	\$ 12,308,852	11%	\$ 3,235,753	3%	\$ 113,277,522	
CONSTRUCTION COST ESTIMATES									
	\$ -		\$ -						
SD Cost Estimate	Date	Estimator	Amount	SF	Cost Per SF				
	4/26/2019	Daedalus	\$ 87,200,254.00	155,632	\$560.30				
Re-Start Cost Estimate	01/14/20	PM&C	\$ 93,335,813.00	155,632	\$599.72				
50% DD Cost Estimate	05/19/20	Gilbane	\$ 95,978,500.00	155,632	\$616.70				

Budget Transfers:

01	3/18/2020	Transfer \$117,673.00 from the Construction Budget to A/E Other Reimbursables Budget to cover the costs of furnishing and installing a geothermal test well. (Designer Contract Amendment #3)
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Total Project Budget Status Report

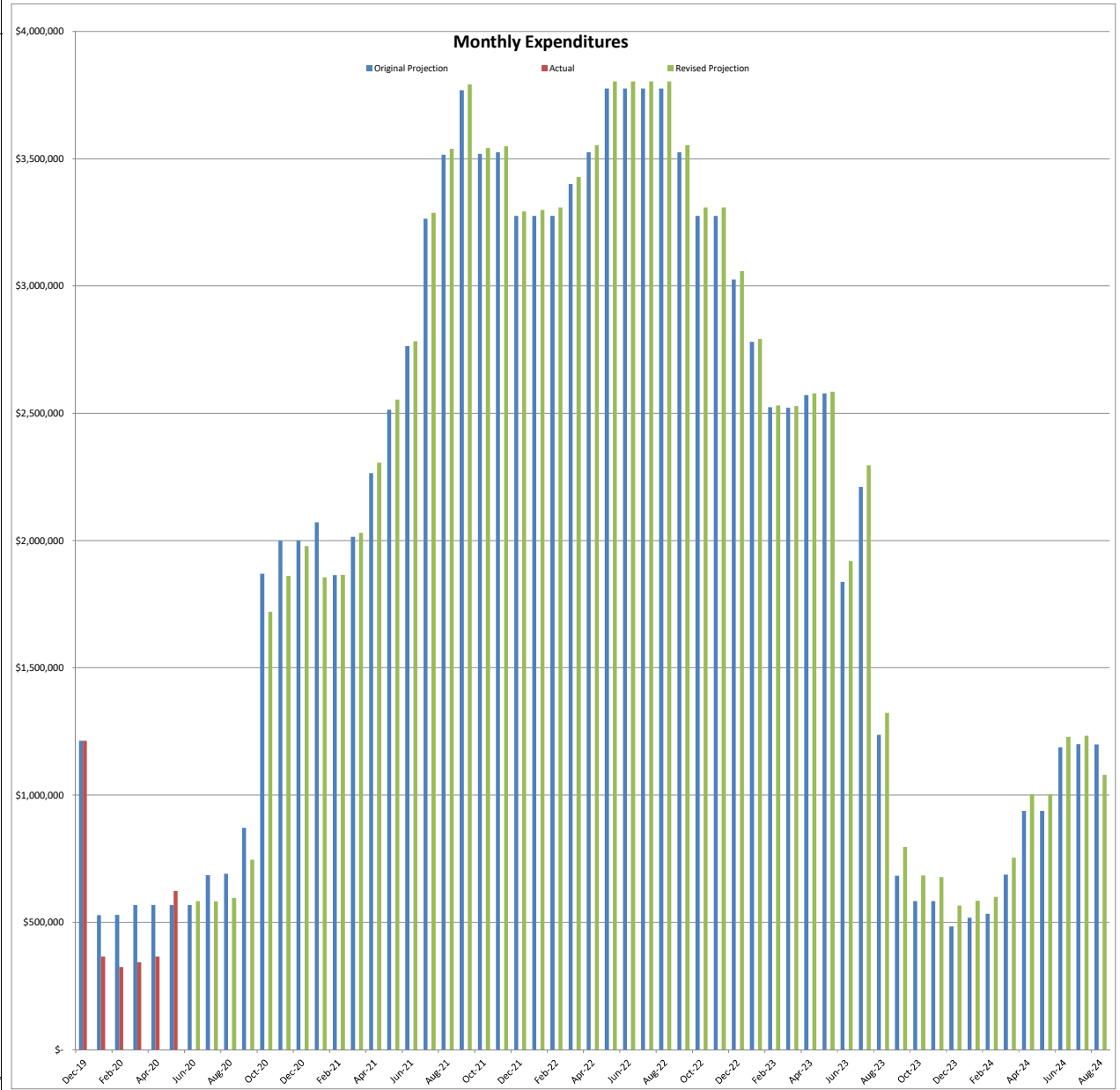
Description	Total Project Budget	Authorized Changes	Revised Total Budget	Total Committed	% Cmtd to Date	Actual Spent to Date	% Spent to Date	Balance To Spend	Comments
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Budget Transfers (continued):

02	4/7/2020	Transfer \$138,512.00 from the A/E Other Reimbursables Budget to the A/E HAZMAT Budget to cover the costs of HAZMAT, testing, reporting and monitoring. (Designer Contract Amendment #4)							
03	4/7/2020	Transfer \$340,725.00 from the A/E Other Reimbursables Budget to the A/E Geo-environmental & Geotechnical Budget to cover the costs of Geotechnical Consulting for \$189,475, Geo-environmental Consulting for \$134,200.00 and additional supplemental subsurface exploratory services for \$17,050.00. (Designer Contract Amendment #5)							
04	6/9/2020	Transfer \$15,263.00 from the A/E Other Reimbursables Budget and \$34,787.00 from Owner's Contingency for a total of \$50,050.00 to the A/E Geo-Environmental & Geotechnical Budget to fund the supplemental Geotechnical borings and Geo-environmental soils sampling/characterization for teh drain line relocation pah. (Designer Contract Amendment #7)							

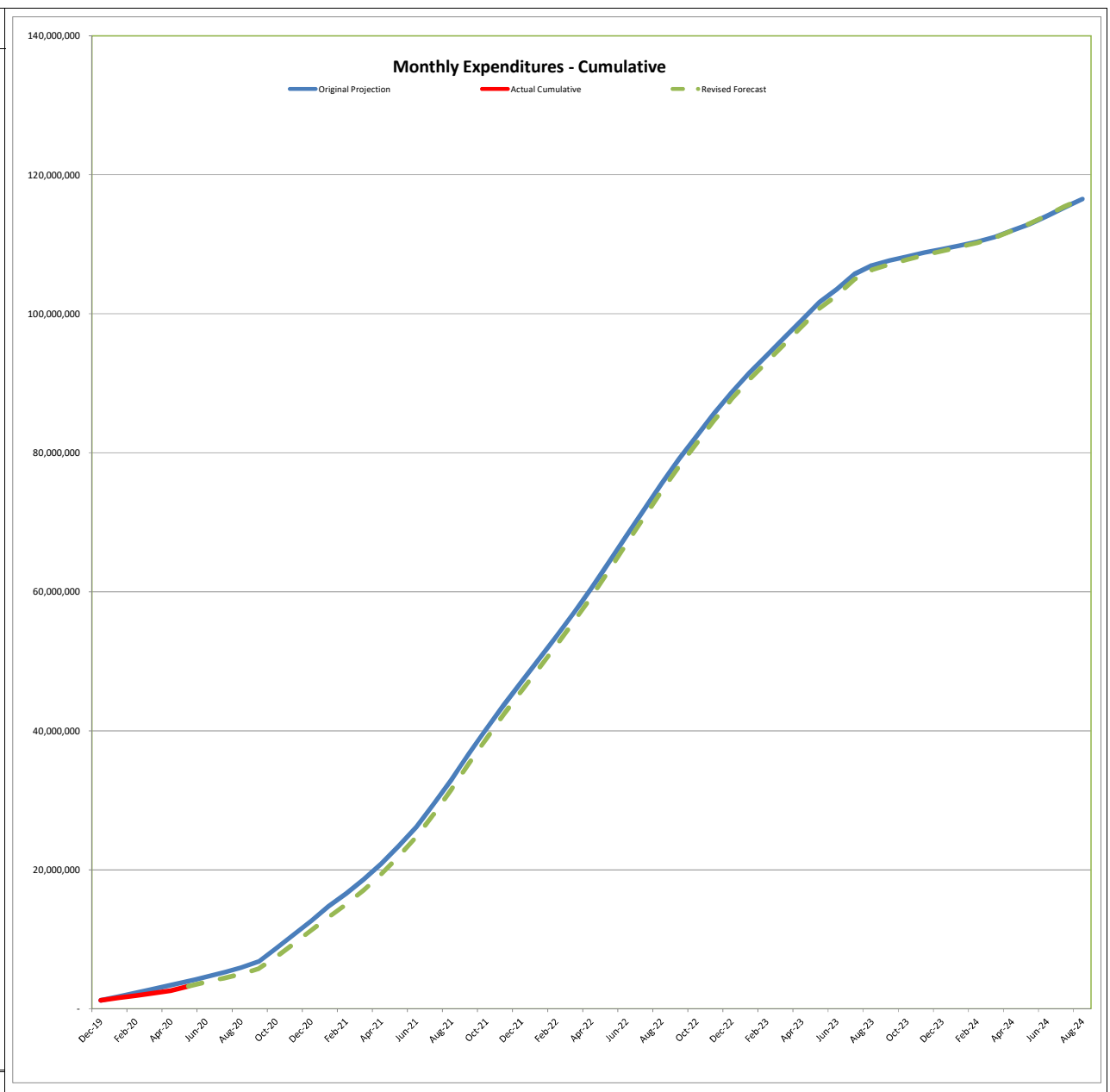
Monthly Cash Flow

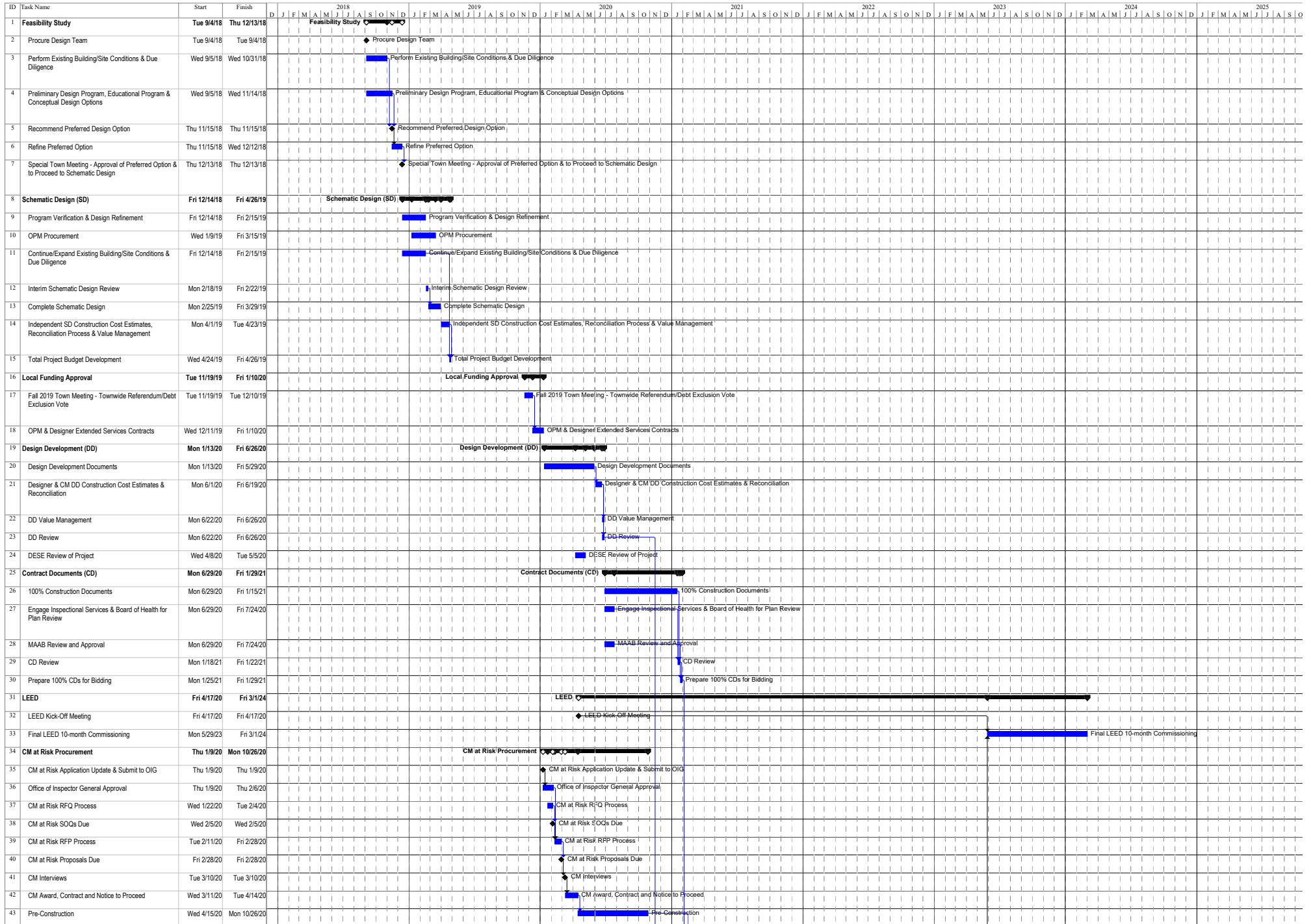
Date	Original Projection	Actual	Revised Projection
Dec-19	\$ 1,213,275	\$ 1,213,275	
Jan-20	\$ 528,447	\$ 365,265	
Feb-20	\$ 529,416	\$ 324,147	
Mar-20	\$ 568,318	\$ 343,753	
Apr-20	\$ 568,318	\$ 365,930	
May-20	\$ 568,318	\$ 623,383	
Jun-20	\$ 568,317		\$ 584,214
Jul-20	\$ 685,612		\$ 582,557
Aug-20	\$ 690,612		\$ 596,345
Sep-20	\$ 871,490		\$ 745,978
Oct-20	\$ 1,870,408		\$ 1,720,448
Nov-20	\$ 1,999,151		\$ 1,860,656
Dec-20	\$ 2,001,151		\$ 1,978,469
Jan-21	\$ 2,071,151		\$ 1,855,659
Feb-21	\$ 1,864,245		\$ 1,866,042
Mar-21	\$ 2,014,797		\$ 2,030,679
Apr-21	\$ 2,264,797		\$ 2,306,663
May-21	\$ 2,514,797		\$ 2,554,590
Jun-21	\$ 2,764,797		\$ 2,783,539
Jul-21	\$ 3,264,797		\$ 3,288,539
Aug-21	\$ 3,515,850		\$ 3,539,592
Sep-21	\$ 3,769,197		\$ 3,792,939
Oct-21	\$ 3,519,197		\$ 3,542,939
Nov-21	\$ 3,525,837		\$ 3,549,037
Dec-21	\$ 3,275,837		\$ 3,294,079
Jan-22	\$ 3,275,837		\$ 3,299,724
Feb-22	\$ 3,275,837		\$ 3,309,215
Mar-22	\$ 3,400,837		\$ 3,428,952
Apr-22	\$ 3,525,837		\$ 3,553,952
May-22	\$ 3,775,837		\$ 3,803,952
Jun-22	\$ 3,775,837		\$ 3,803,952
Jul-22	\$ 3,775,837		\$ 3,803,952
Aug-22	\$ 3,775,837		\$ 3,803,952
Sep-22	\$ 3,525,837		\$ 3,553,952
Oct-22	\$ 3,275,837		\$ 3,308,974
Nov-22	\$ 3,275,837		\$ 3,308,974
Dec-22	\$ 3,025,837		\$ 3,058,974
Jan-23	\$ 2,780,837		\$ 2,792,269
Feb-23	\$ 2,524,512		\$ 2,530,611
Mar-23	\$ 2,522,037		\$ 2,528,460
Apr-23	\$ 2,572,037		\$ 2,578,460
May-23	\$ 2,578,600		\$ 2,585,023
Jun-23	\$ 1,837,433		\$ 1,920,251
Jul-23	\$ 2,210,615		\$ 2,296,104
Aug-23	\$ 1,236,456		\$ 1,323,388
Sep-23	\$ 683,797		\$ 796,398
Oct-23	\$ 583,797		\$ 683,970
Nov-23	\$ 583,797		\$ 677,512
Dec-23	\$ 483,797		\$ 565,920
Jan-24	\$ 518,360		\$ 584,533
Feb-24	\$ 533,797		\$ 599,970
Mar-24	\$ 687,648		\$ 753,733
Apr-24	\$ 937,597		\$ 1,003,670
May-24	\$ 937,597		\$ 1,003,664
Jun-24	\$ 1,187,597		\$ 1,228,556
Jul-24	\$ 1,200,297		\$ 1,233,556
Aug-24	\$ 1,199,491		\$ 1,079,984
Total:	\$ 116,513,275	\$ 3,235,753	\$ 113,277,522

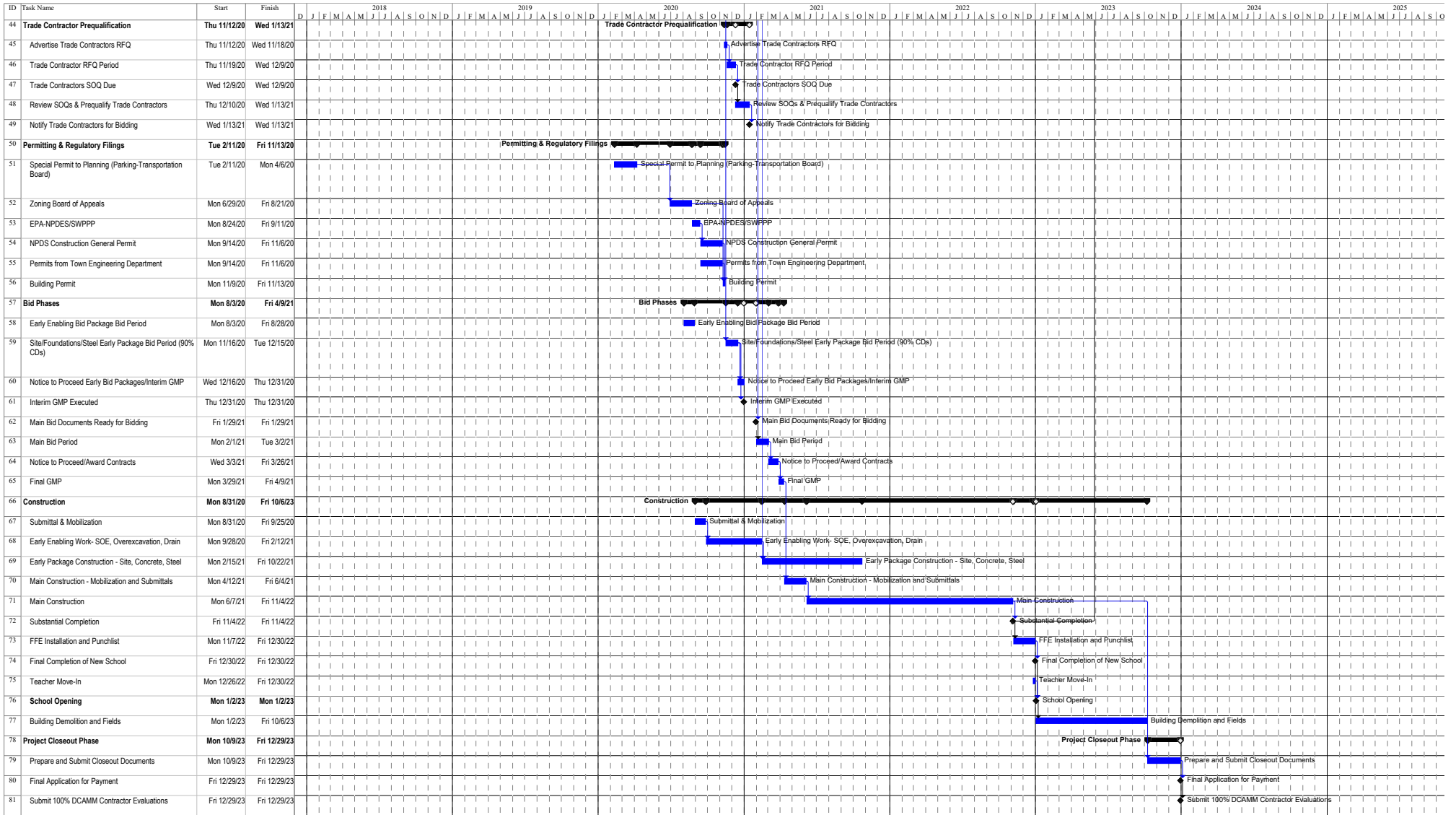


Cumulative Cash Flow

Date	Original Projection	Actual Cumulative	Revised Forecast
Dec-19	1,213,275	\$ 1,213,275	
Jan-20	1,741,722	\$ 1,578,540	
Feb-20	2,271,138	\$ 1,902,687	
Mar-20	2,839,456	\$ 2,246,440	
Apr-20	3,407,774	\$ 2,612,370	
May-20	3,976,092	\$ 3,235,753	\$ 3,235,753
Jun-20	4,544,409		\$ 3,819,968
Jul-20	5,230,021		\$ 4,402,525
Aug-20	5,920,633		\$ 4,998,870
Sep-20	6,792,123		\$ 5,744,848
Oct-20	8,662,531		\$ 7,465,296
Nov-20	10,661,682		\$ 9,325,952
Dec-20	12,662,833		\$ 11,304,421
Jan-21	14,733,984		\$ 13,160,080
Feb-21	16,598,229		\$ 15,026,122
Mar-21	18,613,026		\$ 17,056,801
Apr-21	20,877,823		\$ 19,363,464
May-21	23,392,620		\$ 21,918,054
Jun-21	26,157,417		\$ 24,701,593
Jul-21	29,422,214		\$ 27,990,132
Aug-21	32,938,064		\$ 31,529,724
Sep-21	36,707,261		\$ 35,322,663
Oct-21	40,226,458		\$ 38,865,602
Nov-21	43,752,295		\$ 42,414,639
Dec-21	47,028,132		\$ 45,708,718
Jan-22	50,303,969		\$ 49,008,442
Feb-22	53,579,806		\$ 52,317,657
Mar-22	56,980,643		\$ 55,746,609
Apr-22	60,506,480		\$ 59,300,561
May-22	64,282,317		\$ 63,104,513
Jun-22	68,058,154		\$ 66,908,465
Jul-22	71,833,991		\$ 70,712,417
Aug-22	75,609,828		\$ 74,516,369
Sep-22	79,135,665		\$ 78,070,321
Oct-22	82,411,502		\$ 81,379,295
Nov-22	85,687,339		\$ 84,688,269
Dec-22	88,713,176		\$ 87,747,243
Jan-23	91,494,013		\$ 90,539,512
Feb-23	94,018,525		\$ 93,070,123
Mar-23	96,540,562		\$ 95,598,583
Apr-23	99,112,599		\$ 98,177,043
May-23	101,691,199		\$ 100,762,066
Jun-23	103,528,632		\$ 102,682,317
Jul-23	105,739,247		\$ 104,978,421
Aug-23	106,975,703		\$ 106,301,809
Sep-23	107,659,500		\$ 107,098,207
Oct-23	108,243,297		\$ 107,782,177
Nov-23	108,827,094		\$ 108,459,689
Dec-23	109,310,891		\$ 109,025,609
Jan-24	109,829,251		\$ 109,610,142
Feb-24	110,363,048		\$ 110,210,112
Mar-24	111,050,696		\$ 110,963,845
Apr-24	111,988,293		\$ 111,967,515
May-24	112,925,890		\$ 112,971,179
Jun-24	114,113,487		\$ 114,199,735
Jul-24	115,313,784		\$ 115,433,291
Aug-24	116,513,275		\$ 116,513,275
Total:	\$ 116,513,275	\$ 3,235,753	\$ 116,513,275







Activity ID	Activity Name	Ori. Dur.	Start	Finish	2020												2021												
					Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Driscoll School - Brookline MA - RFP Schedule (What If Early Conc & Steel)																													
PRE-CONSTRUCTION																													
Bid Phases																													
Early Site																													
PR-1140	Develop Bid Package Site Enabling	3d	03.Aug.20	05.Aug.20	<ul style="list-style-type: none"> ▪ Develop Bid Package Site Enabling ▬ Bidding Site Enabling ▬ Permitting <ul style="list-style-type: none"> ▪ De-Scope Site Enabling ▪ Submit RTA to Client - Site Enabling/Temp Utilities ▪ Client Approval - RTA Site Enabling/Temp Utilities ▬ P&S/R&A Early Construction Submittals - Safety/Quality ▬ Notice to Proceed Early Bid Packages/Interim GMP 																								
PR-1160	Bidding Site Enabling	15d	06.Aug.20	26.Aug.20																									
PR-1170	Permitting	15d	06.Aug.20	26.Aug.20																									
PR-1220	De-Scope Site Enabling	5d	27.Aug.20	02.Sep.20																									
PR-1190	Submit RTA to Client - Site Enabling/Temp Utilities	4d	03.Sep.20	09.Sep.20																									
PR-1200	Client Approval - RTA Site Enabling/Temp Utilities	4d	10.Sep.20	15.Sep.20																									
CN-3860	P&S/R&A Early Construction Submittals - Safety/Quality	10d	16.Sep.20	29.Sep.20																									
PR1760	Notice to Proceed Early Bid Packages/Interim GMP	10d	16.Sep.20	29.Sep.20																									
Steel/Foundations																													
Foundations																													
PR-3910	Develop Bid Package Foundations	3d	19.Oct.20	21.Oct.20	<ul style="list-style-type: none"> ▪ Develop Bid Package Foundations ◆ Release for Bidding off 60% Reconciled CDs. ▬ Foundations Ready ▬ Bidding Foundations <ul style="list-style-type: none"> ▬ Final Bids based on Issued Addendum with 90% CD Set ▪ De-Scopes Foundations ▪ RTA to Client - Foundations ▪ Client Approval - RTA Foundations ▬ Rebar Shop Drawings <ul style="list-style-type: none"> ▬ Design review/approval Rebar ▬ Fab/Deliver reinforcing footings/mat steel ▬ Fab/Deliver reinforcing foundation walls ◆ Foundations Ready 																								
PR-3960	Release for Bidding off 60% Reconciled CDs.	0d	19.Oct.20*																										
PR-1650	Foundations Ready	144d	19.Oct.20	13.May.21																									
PR-3920	Bidding Foundations	25d	22.Oct.20	30.Nov.20																									
PR-3970	Final Bids based on Issued Addendum with 90% CD Set	5d	20.Nov.20	30.Nov.20																									
PR-3930	De-Scopes Foundations	5d	01.Dec.20	07.Dec.20																									
PR-3940	RTA to Client - Foundations	5d	08.Dec.20	14.Dec.20																									
PR-3950	Client Approval - RTA Foundations	5d	15.Dec.20	21.Dec.20																									
PR-1530	Rebar Shop Drawings	15d	22.Dec.20	13.Jan.21																									
PR-1540	Design review/approval Rebar	10d	14.Jan.21	27.Jan.21																									
PR-1550	Fab/Deliver reinforcing footings/mat steel	22d	28.Jan.21	26.Feb.21																									
PR-1560	Fab/Deliver reinforcing foundation walls	66d	11.Feb.21	13.May.21																									
PR-1700	Foundations Ready	0d		26.Feb.21																									
Steel																													
PR-1570	Develop Bid Package Structural Steel	3d	16.Oct.20	20.Oct.20	<ul style="list-style-type: none"> ▪ Develop Bid Package Structural Steel ◆ Release for Bidding off 60% Reconciled CDs. ▬ Bidding Structural Steel <ul style="list-style-type: none"> ▬ Final Bids based on Issued Addendum with 90% CD Set ◆ Structural Steel Bids Received ▪ De-Scopes Structural Steel ▪ RTA to Client - Structural Steel ▪ Client Approval - RTA Structural Steel ▬ Struct Steel Shop Drawings (First Release) <ul style="list-style-type: none"> ▬ Shop Dwg Review/approval Struct Steel (First Release) ▬ Fab/Deliver Struct Steel (First Release) ◆ Steel Ready 																								
PR-1600	Release for Bidding off 60% Reconciled CDs.	0d	16.Oct.20*																										
PR-1580	Bidding Structural Steel	25d	22.Oct.20	30.Nov.20																									
PR-1610	Final Bids based on Issued Addendum with 90% CD Set	5d	20.Nov.20	30.Nov.20																									
PR-1620	Structural Steel Bids Received	0d		30.Nov.20																									
PR-1590	De-Scopes Structural Steel	5d	01.Dec.20	07.Dec.20																									
PR-1630	RTA to Client - Structural Steel	5d	08.Dec.20	14.Dec.20																									
PR-1640	Client Approval - RTA Structural Steel	5d	15.Dec.20	21.Dec.20																									
PR-1660	Struct Steel Shop Drawings (First Release)	15d	21.Dec.20	12.Jan.21																									
PR-1670	Shop Dwg Review/approval Struct Steel (First Release)	15d	13.Jan.21	02.Feb.21																									
PR-1680	Fab/Deliver Struct Steel (First Release)	60d	03.Feb.21	27.Apr.21																									
PR-1690	Steel Ready	0d	28.Apr.21																										
Site Work																													
PR-4020	Develop Bid Package Site Work	3d	16.Oct.20	20.Oct.20	<ul style="list-style-type: none"> ▪ Develop Bid Package Site Work ◆ Release for Bidding off 60% Reconciled CDs. ▪ Final Bids based on Issued Addendum with 90% CD Set 																								
PR-4070	Release for Bidding off 60% Reconciled CDs.	0d	16.Oct.20*																										
PR-4080	Final Bids based on Issued Addendum with 90% CD Set	5d	19.Oct.20	23.Oct.20																									

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	Remaining Level of Effort	◆	Critical Milestones
	Actual Level of Effort	◆	Milestone
	Actual Work		
	Remaining Work		
	Critical Remaining Work		
◆	Summary Milestones		

Driscoll School - Brookline MA - RFP Schedule (What If Early Conc Steel)
WBS Basic (Standard Columns) - Driscoll

	Remaining Level of Effort	◆	Critical Milestones
	Actual Level of Effort	◆	Milestone
	Actual Work		
	Remaining Work		
	Critical Remaining Work		
◆	Summary Milestones		

Activity ID	Activity Name	Ori. Dur.	Start	Finish	2020												2021											
					Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
PR-4010	Bidding Site Work	25d	21.Oct.20	25.Nov.20	<ul style="list-style-type: none"> Bidding Site Work 																							
PR-4000	De-Scopes Site Work	5d	30.Nov.20	04.Dec.20	<ul style="list-style-type: none"> De-Scopes Site Work 																							
PR-3990	RTA to Client - Site Work	5d	07.Dec.20	11.Dec.20	<ul style="list-style-type: none"> RTA to Client - Site Work 																							
PR-3980	Client Approval - RTA Site Work	5d	14.Dec.20	18.Dec.20	<ul style="list-style-type: none"> Client Approval - RTA Site Work 																							
PR-4060	Site Work Submittals	15d	21.Dec.20	12.Jan.21	<ul style="list-style-type: none"> Site Work Submittals 																							
PR-4050	Design P&S/R&A RAPs	20d	13.Jan.21	09.Feb.21	<ul style="list-style-type: none"> Design P&S/R&A RAPs 																							
PR-4090	Buy out RAPs	22d	10.Feb.21	11.Mar.21	<ul style="list-style-type: none"> Buy out RAPs 																							
PR-4100	Ready to Install RAPs	0d	12.Mar.21		<ul style="list-style-type: none"> Ready to Install RAPs 																							
Balance of Work																												
CONSTRUCTION																												
Phase 2 - Building Construction																												
Foundation & Structure																												
2020 05 19 Activities																												
Early Site Work																												
CN-1250	Mobilize to Site	5d	30.Sep.20	06.Oct.20	<ul style="list-style-type: none"> Mobilize to Site 																							
CN-1070	Establish Temporary Play Area	10d	07.Oct.20	20.Oct.20	<ul style="list-style-type: none"> Establish Temporary Play Area 																							
CN-4750	Initial site clearing, establish erosion control, lay down track mats	10d	07.Oct.20	20.Oct.20	<ul style="list-style-type: none"> Initial site clearing, establish erosion control, lay down track mats 																							
CN-1040	Phase 1 Parking Construction (Laydown and Crane Pad)	22d	21.Oct.20	20.Nov.20	<ul style="list-style-type: none"> Phase 1 Parking Construction (Laydown and Crane Pad) 																							
CN-1010	Site Clearing	10d	21.Oct.20	03.Nov.20	<ul style="list-style-type: none"> Site Clearing 																							
CN-4760	Remove retaining wall, fence play areas	10d	21.Oct.20	03.Nov.20	<ul style="list-style-type: none"> Remove retaining wall, fence play areas 																							
CN-4770	Install Sheeting	40d	04.Nov.20	05.Jan.21	<ul style="list-style-type: none"> Install Sheeting 																							
CN-4470	Earthwork & Grading	20d	16.Nov.20	15.Dec.20	<ul style="list-style-type: none"> Earthwork & Grading 																							
CN-4780	Excavate & Brace to EL 84' +/-	50d	30.Nov.20	09.Feb.21	<ul style="list-style-type: none"> Excavate & Brace to EL 84' +/- 																							
CN-4790	Install new drain line	35d	27.Jan.21	16.Mar.21	<ul style="list-style-type: none"> Install new drain line 																							
CN-4800	Excavate for Elevator Pit to EL 80' +/-	10d	10.Feb.21	23.Feb.21	<ul style="list-style-type: none"> Excavate for Elevator Pit to EL 80' +/- 																							
Early Site - Excavation & Foundations																												
Area A1																												
CN-4820	Install Elevator Pit Mat	10d	01.Mar.21	12.Mar.21	<ul style="list-style-type: none"> Install Elevator Pit Mat 																							
CN-4830	Install Elevator Pit Walls	10d	15.Mar.21	26.Mar.21	<ul style="list-style-type: none"> Install Elevator Pit Walls 																							
CN-5000	Waterproof Placed Foundations & Walls	5d	29.Mar.21	02.Apr.21	<ul style="list-style-type: none"> Waterproof Placed Foundations & Walls 																							
CN-4840	Backfill Pit Walls	5d	05.Apr.21	09.Apr.21	<ul style="list-style-type: none"> Backfill Pit Walls 																							
CN-4900	Excavate area outside of SOE down to EL 93' for core mat	10d	12.Apr.21	23.Apr.21	<ul style="list-style-type: none"> Excavate area outside of SOE down to EL 93' 																							
CN-4910	Cut sheets down to EL' 93	10d	26.Apr.21	07.May.21	<ul style="list-style-type: none"> Cut sheets down to EL' 93 																							
CN-4920	FRP core mat to EL 97'	10d	10.May.21	21.May.21	<ul style="list-style-type: none"> FRP core mat to EL 97' 																							
CN-4940	Install core mezz walls to underside of Level 1	15d	24.May.21	14.Jun.21	<ul style="list-style-type: none"> Install core mezz walls to underside of 																							
CN-4950	Erect Level 1 steel in core/mezz area	20d	15.Jun.21	13.Jul.21	<ul style="list-style-type: none"> Erect Level 1 steel in core/mezz 																							
CN-4970	Backfill core/mezz level 0 walls to EL 101'	10d	14.Jul.21	27.Jul.21	<ul style="list-style-type: none"> Backfill core/mezz level 0 wa 																							
CN-4960	FRP Level 1 Slab on deck in core.mezz area	10d	28.Jul.21	10.Aug.21	<ul style="list-style-type: none"> FRP Level 1 Slab on deck 																							
Area C																												
CN-4850	Install Level 0 Footings from EL 84' 6" +/- (Area C) - Start @ Core	20d	29.Mar.21	23.Apr.21	<ul style="list-style-type: none"> Install Level 0 Footings from EL 84' 6" +/- (Area 																							
CN-4860	Install Level 0 Walls (start at core/elevator pit) - Area C - Start @ C	20d	12.Apr.21	07.May.21	<ul style="list-style-type: none"> Install Level 0 Walls (start at core/elevator pit 																							
CN-4870	Erect Level 1 steel (start @ gym location) - Area C	15d	10.May.21	28.May.21	<ul style="list-style-type: none"> Erect Level 1 steel (start @ gym location) 																							
CN-5040	Backfill between SOE and Level 0 Walls - Area C	20d	01.Jun.21	28.Jun.21	<ul style="list-style-type: none"> Backfill between SOE and Level 0 																							
Area A2																												

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	Remaining Level of Effort		Critical Milestones
	Actual Level of Effort		Milestone
	Actual Work		
	Remaining Work		
	Critical Remaining Work		
	Summary Milestones		

Driscoll School - Brookline MA - RFP Schedule (What If Early Conc Steel)
WBS Basic (Standard Columns) - Driscoll

Activity ID	Activity Name	Ori. Dur.	Start	Finish	2020												2021												
					Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
					CN-5010	Install Level 0 Footings from EL 84'6" +/- (Area A2)	30d	26.Apr.21	07.Jun.21																				
CN-5020	Install Level 0 Walls - Area A	30d	10.May.21	21.Jun.21																							Install Level 0 Walls - Area A		
CN-5030	Erect Level 1 steel - Area A2	25d	22.Jun.21	27.Jul.21																							Erect Level 1 steel - Area A2		
CN-4880	FRP Level 1 Steel Slab on Deck	20d	28.Jul.21	24.Aug.21																							FRP Level 1 Steel Slab		
CN-4890	Backfill between SOE and Level 0 Walls - Area A2	20d	25.Aug.21	22.Sep.21																							Backfill between S		
Area B																													
CN-4980	Install RAPs (including others in other Areas)	35d	12.Mar.21	29.Apr.21																							Install RAPs (including others in other Areas)		
CN-4990	Place Level 1 footings and walls in Area B	30d	30.Apr.21	11.Jun.21																							Place Level 1 footings and walls in Area B		

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- Remaining Level of Effort
- Actual Level of Effort
- Actual Work
- Remaining Work
- Critical Remaining Work
- Summary Milestones
- Critical Milestones
- Milestone

Driscoll School - Brookline MA - RFP Schedule (What If Early Conc Steel)
 WBS Basic (Standard Columns) - Driscoll

GILBANE – BREAK-OUT SCHEDULE

Site enabling / Mobilization - Early Scope - Design Release 8/1/20 – Construction start 10/1/20

- Site fencing / erosion control
- New Playground areas
- SOE – with pipe design inside SOE
- Over Ex – bottom of excavation
- Re-routed drain line
- Core mat / Elevator pit – bottom of excavation / SOE?

Sitework – Design Release 11/1/20 – Construction start 2/15/21

- Balanced excavation
- Rammed aggregate piers
- Utilities into building

Concrete – Design Release 11/1/20 – Construction start 3/1/21

- Foundations / slabs

Steel – Design Release 11/1/20 – Construction start 5/1/21

- Steel



Driscoll School Project - Brookline, MA

Meeting Schedule Matrix

May

Dates TBD	Monday	Tuesday	Wednesday	Thursday	Friday
					1-May 10:00 AM - 11:00 AM Civil Drawing Review
4-May - 8-May	4-May 11:00 AM - 12:00 PM Civil Drawing Review Cont... 5:30 PM - 8:30 PM Design Subcommittee	5-May 10:00 AM - 10:30 AM WebEx Training	6-May 7:00 PM - 9:00 PM CM Community Forum Driscoll School	7-May 9:00 AM - 10:00 AM Staff Meeting	8-May
11-May - 15-May	11-May 10:30 AM - 3:00 PM Cost Reconciliation	12-May 6:05 PM - 6:45 PM Building Commission	13-May 9:00 AM - 1:00 PM Cost Reconciliation	14-May 9:00 AM - 10:00 AM Staff Meeting	15-May
18-May - 22-May Time TBD Food Service / Health Dept	18-May	19-May	20-May	21-May 7:30 AM - 9:00 AM School Building Committee 9:00 AM - 10:00 AM Staff Meeting 7:30 PM Planning Board	22-May
25-May - 29-May	25-May Memorial Day	26-May	27-May	28-May 9:00 AM - 10:00 AM Water Dept Review 11:00 AM - 12:00 PM Staff Meeting	29-May

June

Dates TBD	Monday	Tuesday	Wednesday	Thursday	Friday
1-Jun - 5-Jun	1-Jun	2-Jun 11:30 PM - 1:00 PM DRC Prep Meeting	3-Jun 12:00 PM - 1:00 PM Working Group	4-Jun 9:00 AM - 10:00 AM Staff Meeting Time TBD Engineering Dept Review	5-Jun
8-Jun - 11-Jun Time TBD Police / Fire	8-Jun 6:00 PM - 8:00 PM Playground Design Review Committee	9-Jun 6:00 PM Building Commission	10-Jun	11-Jun 9:00 AM - 10:00 AM Staff Meeting	12-Jun
15-Jun - 19-Jun	15-Jun	16-Jun	17-Jun 7:30 PM Design Advisory Team	18-Jun 7:30 AM - 9:00 AM Working Group 9:00 AM - 10:00 AM Staff Meeting	19-Jun
22-Jun - 26-Jun Time TBD Select Board 6:00 PM - 10:00 PM School Committee	22-Jun	23-Jun Time TBD CM Community Forum Driscoll School	24-Jun	25-Jun 7:30 AM - 9:00 AM School Building Committee 9:00 AM - 10:00 AM Staff Meeting	26-Jun End of Design Development Phase 100% DD Documents to be issued



PROJECT ACTIONS LOG

Michael Driscoll School Project - Brookline, MA

	Immediate Action Needed
	Action Needed
	Longer Timeframe Action Needed
	Complete

Item #	Issue	Action Due	To Be Complete By	BIC	Status	Action
1	Driscoll School Website	4-Jun	ongoing	Philip (JLA)	update needed	Weekly check for any updates needed on the website. JLA to send a pdf explanation of the HVAC system to Matt to post.
2	Community Forum	4-Jun	23-Jun	ALL	action needed	Next Community Forum 6/23. Agenda developed 6/4.
3	Value Management	4-Jun	26-Jun	Philip (JLA)	action needed	VM list distributed, meeting set for 12pm on 6/3.
4	Budget & VM Meeting with Working Group	4-Jun	22-May	Jen (LF)	meeting	Meeting scheduled for 12pm on 6/3
5	Schedule - Early Package	4-Jun	1-Jun	Walt (GBC)	update needed	GBC to provide updated schedule. Meeting internally on 6/2 to further develop.
6	Meeting with Engineering Dept to be set	4-Jun	1-Jun	Tony (Town)	meeting	Meeting held with Water Dept. JLA sent minutes. Follow up meeting with Dan/Todd/Peter tentatively scheduled for Thursday 6/4, time TBD.
7	Meeting with commercial abutters	4-Jun	1-Jun	Walt (GBC)	develop timeline	Need update on Right of Way access requirements, need update on schedule for work in alley. JLA is working with consultants to minimize impact to alley .
8	Flow Test coordination	4-Jun	18-May	GGD	update needed	Flow test occurred 5/18, update needed. Further discussion needed at meeting with Engineering Dept.
9	Proprietary Items	4-Jun	31-May	Town	meeting	Tony has circulated the list of proprietary items from Charlie. To be discussed at Engineering Dept. Meeting.
10	Test Geothermal Well Installation	4-Jun	1-Jun	Philip (JLA)	update needed	Results from testing have come back - report expected this week.
11	Drainline	4-Jun	26-Jun	Walt (GBC)	update needed	GBC to provide price per option, then if the cost to go under the building is worth the effort, the option will be sent to engineering to check feasibility.
12	Destructive HAZMAT Testing	4-Jun	1-Jun	Philip (JLA)	update needed	CDW may need an additional day when results come back. Report expected this week.
13	DESE Review	4-Jun	11-Jun	DESE	record	DESE has provided comments on LAHB and Learning Center ("We're assuming that a much wider population of students would use the Learning Center room, and therefore, programmatically, it didn't make sense to us to have it in that LAHB cluster.") Team to provide response.
14	JLA meeting with Matt Gillis to review basement reconfiguration	4-Jun	4-Jun	Philip (JLA)	meeting	Meeting to be scheduled with Matt Gillis to review basement reconfiguration.
15	Plumbing Inspector Review	4-Jun	26-Jun	Philip (JLA)	develop timeline	When will this review need to occur?



PROJECT ACTIONS LOG

Michael Driscoll School Project - Brookline, MA

	Immediate Action Needed
	Action Needed
	Longer Timeframe Action Needed
	Complete

16	Meeting with Police Dept. to review security	4-Jun	26-Jun	Philip (JLA)	action needed	When does this meeting need to occur? Who is setting it up?
17	Meeting with Fire Dept. to review life safety during construction	4-Jun	26-Jun	Philip (JLA)	action needed	When does this meeting need to occur? Who is setting it up?
18	Onsite meeting with Utility Companies	4-Jun	26-Jun	Philip (JLA)	update needed	JLA/GGD coordinating meetings on site with utility companies
19	Historical Items from Existing Driscoll	4-Jun	28-May	Philip (JLA)	develop timeline	Items from existing school/grounds to be considered for reuse in the new school/grounds to be documented and catalogued.
20	Park and Playground Design Review Committee	8-Jun	8-Jun	Jen (LF)	meeting	Meeting posted and sent to TAB for 6/4 edition. Prep meeting held on 6/2, comments provided to team. Final Presentation to be provided prior to the meeting.
21	Proprietary Items - playground equipment	8-Jun	30-Jun	Walt (GBC)	record	JLA sent list of playground equipment to Gilbane. Need to determine what happens when equipment is purchased at the end of the project will the same products be available?
22	Cost for Third Estimator	9-Jun		LF	action needed	LF to provide explanation to Building Commission of where \$39,000 for third estimator will be funded from out of the construction budget. Preferred to have the cost taken out of construction budget than out of contingency.
23	Fossil Fuel Free Meeting	9-Jun	1-Jun	Philip (JLA)	meeting	JLA provided Tony with email suggesting to push FFF meeting out until more is known about how the MEP systems may be impacted by the VM process.
24	Geotechnical & Geoenvironmental results - Additional Borings Required?	9-Jun	1-Jun	Philip (JLA)	update needed	JLA to update proposal with extra day of borings in case they are needed by Gilbane.
25	Building Commission Meeting	9-Jun	9-Jun	record	meeting	Building Commission Meeting
26	Mass Save	11-Jun	26-Jun	Philip (JLA)	record	Town holding off on signing forms in email from Mass Save until VM items are discussed and geothermal in project is fully understood.
27	6/25 SBAC Meeting - Agenda, presentation, identify meeting materials needed	15-Jun	25-Jun	Jen (LF)	record	LF sent draft agenda to team for review (5/15). Review presentation at 6/18 Working Group meeting.
28	Planning Board / ZBA Process	17-Jun	17-Jun	Philip (JLA)	update needed	Meeting held 5/21. Members of the DAT include Victor Kusmin, Arjun Mande, Mark Zarrillo, Matt Oudens - one member from the Preservation Board to be added this week. The first meeting of the DAT was proposed for 7:30pm on 6/17.
29	Zoning Relief Discussion	17-Jun	17-Jun	Philip (JLA)	record	Zoning relief necessary per previous meeting with Dan Bennett: height of mechanical penthouse above 10 foot allowed; waiver for parking as 118 spaces required per bylaw; fewer loading docks; special permit for height; front yard within 25' setback.
30	Parking and Green Space Onsite	18-Jun	25-Jun	Philip (JLA)	record	JLA to provide sketch of parking spaces in relation to site and usable green space and to provide calculation of usable green space. This will not go back to T Board, but will be presented at 6/25 SBAC meeting. Need more information from final DRC meeting in June.
31	DD Document Review	22-Jun	26-Jun	JLA/LF/CM	record	Record



PROJECT ACTIONS LOG

Michael Driscoll School Project - Brookline, MA

	Immediate Action Needed
	Action Needed
	Longer Timeframe Action Needed
	Complete

32	Building Commission - Meeting materials due	25-Jun	7-Jul	LF / JLA / GBC	record	Monthly Report, invoices, contracts and amendments due to Tony one week ahead of Building Commission meetings. (1) hard copy of monthly report needed for files, (3) copies of change orders and pay reqs, (4) copies of contracts. Invoices due to Lynn Stapleton by 7/3.
33	DD Cost Estimates & Reconciliation	26-Jun	15-Jul	JLA/LF/CM	update needed	Dates to be confirmed
34	Land acquisition at corner of Westbourne Terrace and Bartlett Street	26-Jun	1-Jul	Philip (JLA)	record	JLA asked how corner property can be included into school project.
35	Utility Poles at Bartlett Crescent Alley	26-Jun	1-Nov	Philip (JLA)	record	Will reassess after 50% DD Estimates.
36	Transportation Board Requirements in DD Docs	26-Jun	26-Jun	Philip (JLA)	record	Any on-site spaces, new or existing, include at least 1 Level 2 Dual Port EV Charging Station and 15% of all other on-site spaces be made EVSE ready. Provide an enclosed bike corral for staff use. Provide on-site staff showers. Fully fund and construct the transportation improvements approved by the Transportation Board on March 18.
37	Temp Play Space in DD Docs	26-Jun	26-Jun	Philip (JLA)	record	Include temp play space in DD docs for pricing
38	Street lighting on Westbourne Terrace	30-Jun	31-May	ALL	record	Lights need to be relocated to accommodate Westbourne drop off. Considerations on scope include make safe, demo, sidewalk restoration, new pole install (civil) including underground feed, and electrical. To be discussed in Engineering Dept Meeting
39	3rd party review of the NFPA 241 Plans, Fire Alarm, and Sprinkler plans	30-Jun	30-Jun	Philip (JLA)	record	3rd party review of the NFPA 241 Plans, Fire Alarm, and Sprinkler plans required.
40	Perform existing conditions surveys for neighboring residences	30-Jun	30-Jun	Town	record	Town to provide GBC with list of property owners and residents. GBC to mail information over the summer.
41	Set up OML Training / Swearing-In for Driscoll Playground Design Review Committee - TBD	30-Jun	30-Jun	DRC	record	Swearing to be rescheduled with Town Clerk's office. Date TBD.
42	Vibration monitoring during test geothermal well installation	1-Nov	1-Nov	Philip (JLA)	record	McPhail conducted the monitoring and will provide data.
43	Include \$10K in FF&E for emergency evacuation chairs	1-Nov	1-Nov	record	record	School Department wants the emergency evac chairs included in the FF&E budget. Philip sent cut sheets to BCOD.
44	Driscoll School is voting location - determine impact to voting during construction and define access in new building. (2020 - May, Sept, Nov)	1-Nov	1-Nov	JLA / LF / GBC	record	Need further discussion with JLA, GBC and Linda Goldberg re: access in new school, and access during construction.
45	Vibration monitoring for construction work	1-Nov	1-Nov	GBC	record	Record
46	Contractor parking during construction	1-Nov	1-Nov	Matt (Town)	record	Walt provided approximate manpower on site / parking forecast based on schedule and phasing. Matt will check with T Board to see if temp permits can be issued to mitigate stress in neighborhoods.