



# 9th School Site Study - Work Scope and Timeline

Week Highlight 5

November 28, 2017

ACTIVITY / TASKS

ACTIVITY / TASKS	DIRECT RESPONSIBILITY STAFF	DIRECT RESPONSIBILITY CONSULTANTS	ESTIMATED COST	PLAN START (WEEKS)	PLAN DURATION (WEEKS)	Weeks																														
						2017					2018																									
						11/1	11/8	11/15	11/22	11/29	12/6	12/13	12/20	12/27	1/3	1/10	1/17	1/24	1/31	2/7	2/14	2/21	2/28	3/7	3/14	3/21	3/28	4/4	4/11	4/18	4/25	5/2	5/9			
<b>PIERCE SCHOOL RENOVATION AND EXPANSION CONCEPT</b>																																				
Town Counsel - title search related to Pierce School campus, all adjacent public property and 62 Harvard St.	J. Murphy	L. Griffith	min. \$2,000	4	10																															
Finalize Program scope for renovation/expansion of Pierce School, including Designer Selection		HMFH		4	3																															
Perform a conceptual review of existing documents (As-Built, floor plans, deferred maintenance log)		HMFH		7	1																															
Review current classroom use and assess space deficiencies with Pierce Admin.	M. Gillis, C.	HMFH		8	1																															
Finalize Program scope for renovation/expansion of Pierce School.		HMFH		9	1																															
Develop conceptual floor plan of renovated/expanded school with construction costs estimates		HMFH		14	4																															
Create and present a final document summarizing findings, concept options and cost estimates		HMFH		18	1																															
Perform Traffic Impact Study	R. Masak	G. Ham (Vanasse)		14	2																															
Monthly Meetings/update with Select Board and School Committee	J. Connelly																																			
November				5	1																															
December				9	1																															
January				13	1																															
February				17	1																															
BOS, School Committee, & Building Commission Vote				19	3																															
Prepare Town Meeting Warrant Article				20	4																															
Identify potential barriers to this concept				0	0																															
<b>BAKER SCHOOL SITE ANALYSIS</b>																																				
Special Counsel recommend whether to proceed with Baker Expansion w/r/t Westfield case	J. Murphy	McGregor & Legere Assoc		1	4																															
Determine open space capacity total enrollment at one campus standards		HMFH		4	4																															
Archeological study	K. Brewton	Hancock	incl. above	6	4																															
Conservation Commission ANRAD study	K. Brewton	Hancock	incl. above	10	4																															
Architect to revise plans accordingly		HMFH																																		
Phase 1 Environmental Site Assessment	J. Murphy	Bials Assoc.		14	4																															
Review Traffic Study of impact of expanded school enrollment to reflect Scope of Program	R. Masak	G. Ham (Vanasse)		1	15																															
Monthly Meetings/Update with Select Board, School Committee	J. Connelly																																			
November				5	1																															
December				9	1																															
January				13	1																															
February				17	1																															
BOS, School Committee, & Building Commission Vote				19	3																															
Prepare Town Meeting Warrant Articles				20	4																															
Identify potential barriers to this concept				4	15																															
<b>INDEPENDENT MILESTONES</b>																																				
Fall Town Meeting Vote				3	1																															
Override Study Committee Recommendations				9	1																															
Deadline for Language for Spring General Ballot/ Operating Override/ Capital Exclusion Vote				10	1																															
Deadline for Spring Town Meeting Warrant Articles				19	1																															
Spring General Ballot/ Operating Override/ Capital Exclusion Vote				27	1																															